COLLINSVILLE AREA RECREATION DISTRICT

PLEASANT RIDGE PARK RENTAL AGREEMENT

Pleasant Ridge Park
1345 Pleasant Ridge Road, Maryville, IL 62062

Renter Name: _____ Organization Name: _____

Address: _____ City/State/Zip Code: _____

Phone Number: _____ Email Address: _____

Rental Dates: _____ Rental Times: _____

Facility Rentals/Hours/Rates Requested

The full park rental cannot begin until 5PM and has a required minimum of two hours at $75/hour for residents and $100/hour for non-residents. Residents are those residing within the Collinsville Area Recreation District limits. If set-up time is required before 5PM, arrangements may be possible and additional charges may incur.

Park Rental Times: ___PM until ___PM at ___Resident $75.00/hour or ___Non-Resident $100.00/hour

Additional Options

Pavilion: All Day_____ Resident $50.00 _____ Non-Resident $75.00

Liquor Permit: ___ $15.00 Inflatable Light Tower: ___ $50.00

Office Use Only

Total Rental Cost: $ _____ Amount Paid: $_____ Date Paid: _____
Method of Payment: _____ Check _____ Cash _____ Credit Card #: _____ Exp: _____

Damage Deposit: $_____ Date Paid: _____
Method of Payment: _____ Check _____ Cash _____ Credit Card #: _____ Exp: _____

Post event inspection by: _____ Results: ___Acceptable ___Unacceptable
Comments (see attached page if necessary):_____
Amount of deposit returned: $_____ Date processed: _____

Terms and conditions of Pleasant Ridge Park Rental Agreement

PAYMENT AND CANCELLATIONS: A copy of the contract, signed by both the individual renting the facility ("Renter") and an authorized Collinsville Area Recreation District (CARD) representative, along with a down payment equivalent to 30% of the total cost of the rental, must be on file with CARD in order to secure the facilities, dates, and times as requested. All monies owed are to be paid in full 30 days prior to the date of the rental. In order for a cancellation to be processed and monies refunded, a written cancellation must be submitted to CARD more than 30 days prior to the date of the rental. **Down payments will not be refunded if cancelled less than 30 days of the rental date listed on the contract.**

RENTER RESPONSIBILITIES: The "Renter" is fully responsible for the physical condition of rented grounds/facilities, and is responsible for all damage to property or loss sustained by CARD caused by the "Renter" or his/her guests. This includes any damages to the property, buildings, furnishings, equipment, other rental items, etc. The expenses resulting from any damage or undue maintenance will be charged to the "Renter" and taken from the damage deposit. Failure to meet any obligations beyond the damage deposit amount within thirty (30) days of billing will be cause for cancellation of future privileges and for legal action including all expenses and attorney fees and court costs incurred by CARD for collection. The "Renter" is responsible for following and enforcing all rules and regulations of Pleasant Ridge Park, including but not limited to:

- No smoking is allowed in any standing structure, e.g. pavilion, restrooms.
- No vehicles are allowed outside of designated parking areas/lots. Vehicles may only enter the grassy area for loading and unloading of items prior to and following a rental.
- Alcoholic beverages are not permitted without the purchase of a liquor permit. **Selling of liquor is not permitted without proof of a Dram Shop and Liquor License and without specific authorization from CARD**. Permits/licenses must be displayed at all times. Failure to comply with this policy will result in the lessee's immediate forfeiture of any deposit and any additional charges for damages incurred.
- When using decorations "Renter" is prohibited from: using open flames within any structure (covered or votive candles are permissible); using glue, nails, tacks, staples (use of masking tape, painters tape, 3M products, etc. are permissible); and using any type of glitter, confetti or rice.
- No trash should be left anywhere on the grounds or in individual receptacles provided for the rental. All trash must be taken to the dumpsters in the designated parking lot prior to the end of the rental.
- ★ **All rental items, decorations, signs, etc. must be removed and the facilities and grounds returned to their pre-rental condition prior to the end of the rental. Set-up and clean-up times must be scheduled in your reservation time. Collinsville Area Recreation District reserves the right to make changes at any time. You will be notified of any changes.**

HOLD HARMLESS & INDEMNITY AGREEMENT: I have read, understand, and agree to comply with all the rules, regulations, policies, and fee schedules, as set forth by CARD. Contracts will be accepted for the following year, with the understanding that fees could change until June 1st of each year. I further attest that I will be personally responsible for any repair or damage to equipment, the facilities, and grounds or for theft sustained because of the occupancy of premises. I agree to be responsible for the conduct of members of our group in and about the facilities in use, for the control and containment of noise, group participants, litter and damage beyond ordinary wear and tear, which may occur while we are occupying the premises. I further agree that use of the requested facilities will be in accordance with policies and procedures, local ordinances, and all valid laws of the State of Illinois. I agree to indemnify CARD for any losses and/or expenses CARD may incur as a result of any violations of the above rules, including CARD's attorney fees and court costs.

_____ _____

Renter's Signature Date

_____ _____

Signature of Authorized CARD Representative Date