



SCHAUMBURG PARK DISTRICT • OLYMPIC PARK RENTAL APPLICATION



Olympic Park | 1675 E. Old Schaumburg Road, Schaumburg, IL 60173
PHONE: 847-891-1266 • FAX: 847-891-1178

Renter's Name:		Organization Name:	
Contact Address:		Date of Birth:	
City/Zip:	Primary Phone:	Alternate Phone:	
Email:		Americans with Disabilities Act Special Needs? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Fields Requested:		Area of Park: <input type="checkbox"/> Soccer <input type="checkbox"/> Softball	Number of Participants:
Rental Day/Date(s):		Rental Time (From/To):	
Activities Planned:			
Requested equipment and setup:			
Will you be using special equipment? (<i>portable toilets, tents, generators, etc.</i>) <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, describe:			
<small>Schaumburg Park District does not supply special equipment. You must request permission and obtain a certificate of insurance naming Schaumburg Park District as additionally insured to use special equipment on Schaumburg Park District property. NO SMOKING OR ALCOHOL ALLOWED!</small>			

RENTAL CATEGORIES AND HOURLY RATES:

	<u>Resident</u>	<u>Non-Res.</u>
Soccer Field (<i>two hours min.</i>).....	\$75	\$99
Softball Field (<i>two hours min.</i>).....	\$50	\$65
Lights.....	\$45/hr	\$45/hr

Return completed form to:
Schaumburg Park District
1141 W. Irving Park Road, Schaumburg, IL 60193
Phone: 847-891-1266 Fax: 847-891-1178
Email: keodonnell@parkfun.com

X

Authorized Renter's Signature

Date

Park District Official

Date

☐ Cash ☐ Check Number _____ ☐ Credit Card (*Check one*): ☐ Visa ☐ MC ☐ AMEX ☐ Discover

Credit Card Number

CVC #

Expiration Date

Name (*print as it appears on credit card*)

Signature

Date

Office Use Only

☐ Approved ☐ Denied | Fee: \$ _____ Deposit Paid: _____ Final Payment Due By: _____



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PARK DISTRICT

OLYMPIC PARK FIELD RENTAL RIDER AGREEMENT

INITIAL

- _____ Persons applying to rent fields must be at least 21 years of age and present at all rental dates.
- _____ Organizations renting at Olympic Park are required to provide Schaumburg Park District with a commercial general liability certificate of insurance. The certificate of insurance must be for a minimum of \$1,000,000.00 and list Schaumburg Park District and Schaumburg Park District Olympic Park as additionally insured. Also, should the renter's organization have employees, the certificate of insurance must include workers compensation insurance per statutory requirements.
- _____ Rental groups must have 70% Schaumburg Park District residents to be charged the resident fee. The rental group's authorized contact person must provide Schaumburg Park District with a roster of participants that will be utilizing the field(s) and/or court(s). Rosters must include names, addresses and phone numbers. If no roster is submitted, the rental group will be charged the non-resident fee.
- _____ Any amendments to the original rental must be made in writing to the Manager of Athletics & Olympic Park. Any cancellations of bookings must be made in writing at least seven (7) days in advance or the rental group will be charged for the booking. Tournaments require a 60-day written cancellation notice.
- _____ Rental dates will not be booked unless a signed rental application and the appropriate initial payment are submitted. Rental groups carrying an overdue balance will not be allowed to use the fields until payment is made.
- _____ Animals are not allowed inside the soccer complex. Smoking at Schaumburg Park District parks and facilities is prohibited. In compliance with local ordinance, no drones are allowed at Olympic Park. Metal spiked shoes, food, drink, gum, sunflower seeds, chewing tobacco and glass containers are not allowed on the synthetic turf surface. Portable soccer goals may only be moved by authorized personnel. Only free standing field markers and sports equipment may be used on the synthetic turf surface. Stakes, posts, poles and markers of any kind may not be driven into the synthetic turf surface. Unauthorized vehicles, tents, chairs and shade structures are not allowed on the synthetic turf surface. Grills or other open fire cooking structures are prohibited. Alcohol is not allowed in the park. Outside food or beverages may not be sold or given away as samples. Charging an admission fee and/or parking fee is prohibited. Overnight parking or storage of campers, trailers or other vehicles or items in the parking lot or park are strictly prohibited without written permission, and are subject to towing or removal at the owners' expense.
- _____ Renter is responsible for the cost of all field and equipment damages incurred on the field during their rental time.
- _____ Upon completion of the rental time, the group must immediately leave the field to allow for the timely start of the next rental, program, league or event. Groups that do not leave in a timely fashion will be charged for additional field usage.
- _____ Schaumburg Park District reserves the right to cancel any part of this contract at any time as it deems necessary.
- _____ For your safety and the safety of all participants, an early warning lightning detection system has been installed at Olympic Park. The system detects and tracks lightning strikes and provides a warning. Please inform all coaches and officials of the following guidelines: When lightning strikes are detected, Strike Guard will provide a warning with a 15-second siren and flashing strobe light. All participants and spectators need to immediately leave the playing fields and take shelter in their vehicles. All practices and games will be suspended a minimum of 30 minutes or until conditions are determined safe, at which time the siren will sound three, five-second blasts and the strobe light will turn off. Schaumburg Park District staff will communicate with the officials and league supervisors at each field, but as the contact for your rental, please help enforce our guidelines to keep players and spectators safe.
- _____ I, the undersigned, have read and understand Schaumburg Park District's Soccer Goal Safety and Education Policy. I take full responsibility as a Permitted User for my organization to comply with this policy.

X

Authorized Renter's Signature

Date