



Skokie Sports Park

Rental Application

Customer information

Name: _____ Organization (if applicable): _____

Street address: _____

City: _____ State: _____ Zip code: _____

Phone number: _____ Mobile phone: _____

Email: _____

Rental date and time

Date _____

Start Time _____

End Time _____

Rental Options – If requested, please type in the number of hours and/or people in the box to the left. It will total the amount in the box on the right for fees due at the time of reservation. Per person fees will be due day of rental

***Please see Alcohol Policy for guidelines and restrictions**

_____ Party Room (seats 20) - \$75 per hour includes refrigerator and microwave NO ALCOHOL	\$ _____
_____ Outdoor Patio (seats 32-40) - \$60 per hour NO ALCOHOL	\$ _____
_____ Party Tent (seats 72) - \$100 per hour NO ALCOHOL	\$ _____
_____ *Party Tent (seat 72) - \$175 per hour ALCOHOL ALLOWED (Beer and Wine ONLY)	\$ _____
_____ Portable Bar - \$30 per hour Tent Reservation Only	\$ _____
_____ Cooler - \$10 per cooler	\$ _____
_____ Party Attendant - \$25 per hour	\$ _____
_____ Mini-golf - \$6 per person	---
_____ Batting Cages - \$5 per person (10 tokens)	---
_____ Driving Range Mats (Party Tent) - \$20 per hour unlimited balls	---
_____ Driving Range (automatic tees) - \$25 per hour unlimited balls	---
_____ Security Deposit - \$250 (refundable)	\$ _____

Total Due \$ _____



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General Rules and Guidelines

- The party room/patio/tent can be set up 15 minutes prior to start time.
- Please bring your own disposables (plates, cups, napkins, forks, spoons) for serving food. Self-owned or rental tents, shelters, screen houses, canopies, air-filled bounce structures, and all other structures are prohibited.
- Cancellation policy
 - Notification 72 hours or more: 100% refund
 - Notification less than 72 hours: \$50 service charge
 - Rental canceled due to weather: 100% refund
 - Day of inclement weather: Partial to full refund dependent on time used.
- You will be liable for any damages caused by your party. Charges for the repairs will be added to your household account.
- We are not responsible for personal belongings. Please check your rental area for personal items before leaving.

General Alcohol Guidelines for Rentals

- Any group wishing to sell alcohol as part of their event must hire a vendor from the approved Park District vendor list.
- The consumption of alcoholic beverages (beer and wine only) is permitted for the following:
 - An event organized by a recognized community group(s)
 - A responsible business
 - A responsible adult individual
- Only beer and wine are allowed at any approved event. No hard alcohol is permitted.
- The customer must complete the rental permit and pay a \$250 deposit at the time of rental. This deposit will be refunded after the facility has been inspected and released.
- The Permit Holder shall obtain a current general liability policy with Host Liquor Coverage (purchased through Event Helper, <https://www.theeventhelper.com/> in the minimum amount of \$1,000,000 and the Park District shall be named as an additional insured on said policy. Proof of insurance coverage must be submitted prior to the event.
- Any person consuming, or in possession of, alcohol on park district property at the applied-for event, must always have a valid government or state-issued picture identification card with them.
- Alcoholic beverages must remain in the designated areas of the rented facility and are not allowed to be consumed or dispensed outside of the designated area.
- No alcoholic beverage shall be served or furnished to any minor (under 21) or person under the influence at any function.

By signing this you agree to all rules and regulations listed above

Renter Signature:

Date:

Office Use Only

Payment received on:

Amount Paid:

Supervisor's Initials:

Payment Type:

Receipt Number:

Visa ☐ MC ☐ Discover ☐ Cash ☐ Check#