



# Application for Field Rental

Field rental applications will be accepted the first business day of January.  
Field rentals will be assigned the first week of March on a first come, first served basis.

## Organization Type

- Resident       Non-Resident

## Purpose of Rental

- Baseball       Softball       Soccer       Sand Volleyball (Flick)  
 Games       Practices

| Fill out all sections to complete your application |                |
|--|----------------|
| Date of Application                                | Contact person |
| Name of Organization (if applicable)               |                |
| Street Address, City, Zip                          |                |
| Primary Phone                                      | Primary Email  |

## Preferred Location

- Community Park West Baseball     Community Park West Softball     Community Park West Soccer  
 Flick Park Volleyball     Flick Park Softball     Flick Park Field     Johns Park     Richardson Park  
 Willow Park

## Requested Location & Dates (MM/DD/YY)

List each rental date separately.

Lights are not available at all locations

## Time

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Field Size or Base/Mound Distance \_\_\_\_\_

Submit completed application via email to [jill.bruns@glenviewparks.org](mailto:jill.bruns@glenviewparks.org)

After the application is submitted, staff will contact you regarding your request within 3-5 business days. Additional forms may be required to finalize your use. Refer to the following pages regarding fees and rules.



**Field rental applications will be available the first business day of January, and will only be available electronically through the Glenview Park District website or email.**

**Field rentals will be assigned beginning March 1 on a first come, first served basis.**

**In addition to Park District ordinances, the following rules apply:**

Designated facilities are available for rental when they are not needed for Park District programs. Glenview Park District reserves the right to cancel permits if deemed in the District's best interest to protect fields from poor playing conditions, conduct repairs or any other extenuating circumstance.

- Use of field begins at the time of your reservations including set up, activity and clean up.
- Groups or individuals holding permits are required to leave the grounds in neat condition. All litter surrounding the permitted area must be placed in proper trash receptacles.
- Lights are scheduled to turn on 15 minutes prior to sunset and will turn off 15 minutes after rental ends, unless otherwise agreed upon between the renter and the Park District.
- More than four rentals will require a Certificate of Insurance from the person or organization who is submitting the rental application. The Certificate of Insurance must list the Glenview Park District as additionally insured for \$1,000,000.
- Glenview Park District reserves the right to cancel a rental with a full refund or rescheduling due to inclement weather conditions.
- Cancellations must be made at least 24 hours in advance of the rental to be refunded the rental fee less 10%.
- Groups involving youth under 18 years of age must provide responsible adult supervision at all times during the rental.
- Applications for field use may be denied or terminated if the nature of the rental is deemed unsuitable with regards to intended use of the facility.
- Private groups renting with the intention of running their own programs on Glenview Park District fields will be charged an additional 25%.
- Fields permitted for games will be groomed and lined; fields permitted for practices will not be groomed or lined.
- No alcoholic beverages consumed, served or allowed on Park District property at any time.
- No loudspeakers, public address systems or amplifiers may be used.
- Use of cooking appliances or grills is prohibited.

\*In consideration of granting of this permit, it is expressly agreed as follows:

This special permit is issued subject to all applicable ordinances, rules and regulations of the Glenview Park District and all laws, regulations or all other requirements of any other governmental authority having jurisdiction over the premises. The signing permittee, his or her organization, officers and members thereof and all guests, invitees and persons claiming through the permittee assume full and sole responsibility for their conduct and waive and release any and all claims against the Park District, its commissioners, officers, employees and agents. The aforementioned persons and entities also agree to hold the District, its officers, employees and agents harmless from and against all claims, for death, injury and other loss to persons or property arising out of their use or occupancy of the facility in question. Permittee shall be responsible to leave the premises in a clean condition after use and assume the cost of all damages to Park District property that occurs while the permit is in affect. No activity in or use of property under this special permit is sponsored or supervised by the Glenview Park District. Permittee shall be responsible for examining the condition of the premises prior to use and accepts the premises "as is". The permit is expressly made subject to terms aforesaid and permittee acknowledges that he/she has read all the same and in consideration of issuance of permit agrees individually and on behalf of any organization named and its officers and members, guest and invitees, to abide by same. Nothing herein contained shall be construed as a waiver of any immunity afforded Glenview Park District by law. The permit is not assignable.

**Glenview Park District is not responsible for items lost, stolen or broken before during or after the rental period. Be aware it is always possible another group may be using the facility immediately before or after your scheduled use.**

**BY SIGNING BELOW, I ACKNOWLEDGE I HAVE READ THIS FORM. I UNDERSTAND AND ACCEPT THE CONDITIONS STATED.**

**SIGNATURE OF APPLICANT** \_\_\_\_\_

**DATE** \_\_\_\_\_