



Macomb Park District

FACILITY AND SHELTER USE PERMIT

Permission is requested by: _____
Organization (Please print)

Applicant's Name (Please print)

_____/_____
Street Address Mailing Address

() _____ () _____
Home Phone Alternate Phone

Email address (please print)

Facility/Shelter Requested: _____ Date Applied: ____/____/____

Requested Use Date: ____/____/____ Time Needed: _____ To _____

Will admission be charged _____ for what Purpose: _____

Approximate number of people: _____

NOTE: ADDITIONAL ARRANGEMENTS ARE NECESSARY FOR GROUPS OF 100 OR MORE

****SEE BACK FOR TERMS AND CONDITIONS****

I have read and reviewed and understand the use of facilities and shelters terms and conditions (on reverse side) and will abide by and adhere to said terms and condition.

Signature of applicant: _____ Date ____/____/____
First Last

Print Name: _____
First Last

Rental Fee Received: _____ Deposit received (if required): _____

Approved: _____ Date: ____/____/____
First Last

MACOMB PARK DISTRICT

USE OF FACILITIES AND SHELTERS TERMS AND CONDITIONS

1. A facility use permit is required for any group of twenty (20) or more.
2. Special arrangements must be made for groups over 100.
3. Alcoholic beverages are not permitted in Macomb Park District parks and facilities.
4. All activities shall be properly controlled and supervised. Persons participating in activities under 18 years of age, must have adequate adult supervision.
5. No loud excessive noises will take place that will disturb other users of the park or park neighbors. Electronically amplified sound is prohibited without written approval from the Macomb Park District Board of Commissioners.
6. The Macomb Park Board of Commissioners, the Executive Director, other authorized park district personnel, or the City of Macomb Police Department may revoke any permit, without notice, if it is determined that the application for the permit contained any misrepresentations or false statement, or that any condition set forth in the policies, governing the permit requested is not being complied with, or that the safety of the participants in the applicants or the patrons or visitors to the parks is endangered by the continuation of the activity.
7. No persons shall solicit contributions, nor offer to sell or exchange any article or things, nor buy any article or things, for any purpose whatsoever, within any of the parks or facilities of the district, except by written permission of the Executive Director or the Executive Director's representative.
8. The permit holder agrees to deposit all trash and litter (resulting from the event) in trash receptacles.
9. The applicant agrees to assume liability for any damage done to any park property as a result of the event.
10. The Macomb Park District will not be liable for any claims for injury or damages resulting from or arising out of the district's facility or premises. The permit holder agrees to indemnify the Macomb Park District and hold it harmless against any and all such claims, damages, losses, and expenses. If requested by the Macomb Park District the permit holder shall carry insurance against such claimed and furnish the district with a certificate of insurance evidencing the same.
11. Individuals, Organizations, etc. will forfeit their shelter rental fee for cancellations that are notified less than 2 weeks prior to date of event.
12. Shelters that have been rented with less than two weeks prior to date of use will not be eligible for a refund.
13. Any damage repair or clean up required by park district staff will result in a charge to the permit holder at the rate of \$25 per hour. Should the invoice not be paid the applicant will be barred from future Park District Facility rentals until the fee has been paid in full.

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