



FACILITY AND SHELTER USE PERMIT

Groups of 20 or more people must obtain a permit. All applicants must present a valid driver's license or photo ID.

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:

- (1) the application for the permit contained any misrepresentations or false statements; or*
- (2) any condition set forth in the policies governing the permit are being violated; or*
- (3) the safety of the group or other visitors is endangered by the group's activities.*

Applicant's Name: _____
(printed)

Organization: _____

Applicant's Address: _____

Email address: _____ Phone Number: _____

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

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

Will admission be charged: _____ Purpose for rental: _____

Approximate number of people: _____ **Student groups of 50+ can only rent Valleyview.**

I HAVE REVIEWED THIS PERMIT AND ACCEPT THE ATTACHED TERMS AND CONDITIONS.

Signature of applicant: _____ **Date:** ____/____/____

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

Approved: _____ Date: ____/____/____
Park District Representative

MACOMB PARK DISTRICT

USE OF FACILITIES AND SHELTERS TERMS AND CONDITIONS

1. Should any damages beyond normal wear and tear and/or significant cleaning be required following a rental, the Macomb Park District will charge the permit holder \$25 per hour plus the cost of any necessary supplies for the time required to restore the property to its previous condition.
 - a. The Macomb Park District will advise the permit holder if repairs and/or significant cleaning are required within three (3) days of the end of the rental period.
 - b. The Macomb Park District will provide an itemized list of the damages and resulting charges within three (3) business days following the initial notification to the permit holder.
 - c. The permit holder has three (3) business days after receiving the itemized list to challenge the charges.
 - d. The permit holder will be barred from future Park District facility rentals until the invoice is paid in full.
2. A person seeking a permit for a group of fifty (50) or more people must provide a \$100 security deposit when applying for a Facility and Shelter Use Permit.
3. The cardholder's name and the name on the applicant's photo id must match.
4. A person seeking a permit for a group of seventy-five (75) or more people must provide a \$100 security deposit and present a valid credit card when applying for a Facility and Shelter Use Permit.
 - a. The Macomb Park District will retain the credit card number, cardholder name, billing address, expiration month and year, and card security code until Macomb Park District staff have assessed whether damages and/or clean up beyond normal wear and tear are necessary, per the provisions of paragraph 1 of these Terms and Conditions.
 - b. The Macomb Park District will destroy all information related to the credit card within three (3) days of determining no repairs and/or significant cleaning are required.
 - c. The Macomb Park District will use the credit card information on file to pay the charges for repairs and/or significant cleaning, per the provisions of paragraph 1 of these Terms and Conditions.
 - d. The Macomb Park District will destroy all information related to the credit card within three (3) days of the charge for damages and/or cleaning clearing.
5. The permit holder is liable for any damage done to any Macomb Park District property resulting from the event.
6. The permit holder must ensure that all trash and litter resulting from the event is deposited into trash receptacles.
7. Alcoholic beverages are not permitted in Macomb Park District parks and facilities.
8. All activities must be properly controlled. Persons under eighteen (18) years must have adequate adult supervision.
9. Bounce houses must be kept on flattest possible ground, must not touch tree branches, must not be taller than ten (10) feet, must be kept six (6) feet from any structure, and must not be set up for more than four (4) hours. The Macomb Park District may restrict use of bounce houses due to unfavorable weather conditions.
10. Excessively loud noise that could disturb other facility users or facility neighbors is prohibited. Electronically amplified sound is prohibited without written approval from the Macomb Park District Board of Commissioners.
11. No one shall solicit contributions, offer to sell or exchange any article or things, or buy any article or things for any purpose whatsoever within any of the parks or facilities of the Macomb Park District except with written permission of the Executive Director or the Executive Director's representative.
12. The Macomb Park District, Macomb Park District Board of Commissioners, the Executive Director, and Macomb Park District employees are not 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, Macomb Park District Board of Commissioners, the Executive Director, and Macomb Park District Employees and hold them harmless against any and all such claims, damages, losses, and expenses. The Macomb Park District may request that the permit holder carry insurance against such liability and furnish the District with a certificate of insurance evidencing the same.
13. Permit holders will forfeit their rental fees for cancellations less than two (2) weeks prior to the date of the rental.

MACOMB PARK DISTRICT

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Commonly applicable Macomb City Ordinances as of August 2022

Alcohol & Drugs

4-51	Sale or Offer of Alcoholic Liquor Without a License (\$500-\$750 fine)	4-115c	Possession of Open Alcohol in Public (\$250-\$750 fine)
4-95	Purchase, Acceptance, Possession, or Consumption of Alcohol by Persons under 21 (\$250-\$750 fine)	16-58	Possession of Drug Paraphernalia (minimum \$750 fine)
4-96	Sale or Delivery of Alcohol to Persons under 21 (\$300-\$750 fine)	16-54	Possession of Cannabis by Persons under 21 (\$300-\$750)
4-98	Assisting Persons under 21 in Misrepresenting Age or Identity (\$250-\$750 fine)		

Loudness & Gatherings

4-118	Mass Gatherings Without a Permit (\$500- \$750 fine)	16-15	Prohibited Noises/Disturbing the Peace (\$100-\$750 fine)
10-131	Possession of Prohibited Fireworks (Class A misdemeanor)	16-16	Loud Gatherings (\$100-\$750 fine)
10-132	Discharging prohibited fireworks (Class A misdemeanor)	16-16.1	Nuisance Party (\$300-\$750 fine)
16-2	Curfew, under 18: Midnight Sat & Sun, 11pm M-F (taken into custody, parents/guardians contacted by officers)	16-16.2	Failure to Disperse (\$300-\$750 fine)

Driving/Parking/Signs

15-216	Parking in handicapped parking without special license or decal (minimum \$250 fine)	20-8	Posting signs on public property (\$100-\$750 fine)
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Other Offenses

6-3	Cruelty to animals (\$275 fine)	16-51	Urinating or Defecating (\$100-\$750)
6-32	Dogs Running at Large (i.e., off leash) (Dog can be impounded)	16-52	Obscenity
11-5 & 20-2	Littering, Depositing waste in public places (\$100 fine)	16-53	Public Indecency
15-53	Careless Driving (\$100-\$750 fine)	16-71	Trespass (in park after close)
16-11	Disorderly Conduct (\$100-\$750)	16-72	Willful Damage to Property
16-12	Fighting (\$250-\$750)	16-75	Damaging City Property
16-14	Throwing Missiles		

In many instances, law enforcement officers have the option to issue a citation as a violation of city ordinance or of a correlating state statute. Violations of state statute carry more significant penalties such as higher fines and the possibility of a jail sentence.

I understand that misuse of the shelters, facilities, or open space may result in criminal charges, resulting in fines and even the possibility of a jail sentence. In addition, the Macomb Park District may seek to hold me liable in civil court:

Signature of applicant: _____

Date: ____/____/____

**LAKEVIEW RENTAL ONLY:
KEY ACCESS**

The permit holder will have access to a key to gain entry to the facility during the agreed upon rental period. The permit holder agrees to return the key to the lock box by the end of the rental period. The permit holder agrees to keep and maintain the key with care and shall be liable to the Park District for any loss or damage to the key.

The permit holder agrees to a \$100 fine if the key is lost or damaged.

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