



Park & Field Rental Options:

Community Park

Located in the heart of Wood Dale, this spacious park features five ballfields with lights, one regulations-sized soccer field, and a playground. Contact Kelli at kesposito@wdparks.org with questions.

Franzen Grove

Surrounded by trees, a gazebo, and several picnic tables, Franzen Grove is the perfect spot to host your next outdoor event. There is an additional fee for electrical hook-up. Please contact Hannah at hkofoid@wdparks.org with questions.

Brookwood Park

Brookwood Park offers a full sized soccer field, a basketball court and a playground. Contact Kelli at kesposito@wdparks.org with questions.

Park & Field Rental Options & Pricing:

Park/Field	Price/Hour	Security Deposit
Community Park Ball Fields with lights	\$60 R / \$70 NR	\$150
Community Park Ball Fields without lights	\$50 R / \$60 NR	\$150
Community Park - Soccer field	\$50 R / \$60 NR	\$150
Franzen Grove	\$35 R / \$45 NR	\$150
Brookwood Park - Soccer field	\$45 R / \$55 NR	\$150

NOTE: Certain activities may require additional fees for necessary park district supply and labor functions.
*All rates are per hour/per field



Community Park



Franzen Grove



Brookwood Park



RENTAL APPLICATION

Renter/Contact Person: _____ Phone Number: _____

**Must be present for the entire rental*

E-mail: _____ D.O.B. _____ Type/ Purpose of Rental: _____

Name of Community Organization: (if applicable) _____

Home Address: _____ City/State/Zip: _____

Rental Date(s): _____ Approximate Number of Guests: _____

Time of Rental _____:_____ to _____:_____ Location & Option Requested: _____

List any/all equipment/supplies (port-a-potties, etc.) that will be brought on the premises. A Certificate of Insurance may be required: _____ How did you find us: _____

A security deposit is required to reserve your date after the application is approved.

Please note, the security deposit will not be returned if any of the following occur:

- Rental is cancelled within 2 weeks of event date
- There are damages to grounds
- Additional cleanup is required by park district staff
- If the permit holder fails to abide by rental agreement

Note: The Park District reserves the right to deny any requests at any time. Circumstances denying requests may be due to previously scheduled or anticipated park district activities, or permits, limited availability of park/field, limited or no parking, conflict of interest with other renters or Wood Dale Park District philosophies, policies or previous violations of rules by the requesting group or individual. Park District programs always have priority of park/field use.

Payment schedule:

- Security deposit is due in order to reserve rental
- Final payment is due at least seven (7) days prior to rental date
- The Certificate of Insurance and receipt of payment must accompany final payment
- Security deposit is returned within 5 business days after rental

FOR OFFICE USE

Deposit Processed: ____	Date: _____	Initials: _____
Rental Host: _____	Time: ____ : ____ to ____ : ____	Initials: _____
Final Payment Amount Due: ____	Due Date: _____	Received Initials: _____
Facility Set-up Confirmed: ____	Date Received: _____	Received Initials: _____



RENTAL AGREEMENT

1. A \$150 deposit is required to reserve date at least 2 weeks prior to requested rental date.
2. The person signing the rental agreement must be at the rental from start to finish and will be responsible for abiding by the established rules. If a renter isn't present throughout the rental the security deposit will be forfeited
3. The applicant submitting a request, listed as the Contact Person, must be a minimum of 21 years of age.
4. Anyone exceeding the end time of a rental which was requested on the rental agreement will be charged for the extra time. Extra time will be charged in one-hour increments.
5. Tables, chairs, and other surfaces must be protected if an activity may damage or stain them. The renter is responsible for any extra cleaning or damage.
6. A Certificate of Insurance listing the Park District as additionally insured is required for all vendors.
7. The Wood Dale Park District will not assume responsibility for lost or damaged property.
8. When sound amplification equipment is used, the Park District and/or any City police personnel can require volume to be lowered if deemed necessary.
9. No ground fires or charcoal BBQ grilling will be allowed on any Park District property unless specifically approved by Park District personnel.
10. No alcohol is permitted on Park District premises.
11. All participants are held liable for any property or equipment damage while using Park District property. A charge will be made to cover the repair or replacement of property or equipment damaged or removed from any park.
12. The park/field renter is responsible for having all litter picked up and removed from the area at the conclusion of the event/activity as well as any equipment, signs, structures, etc.
13. Pets are not permitted in parks or fields.
14. Sale of any article or item is prohibited unless approved by the Park District.
15. Parks will close at dusk.
16. Weapons of all types are prohibited from any park/facility/field.
17. Glitter and confetti is not permitted, including balloons with glitter or confetti inside the balloon.
18. If washroom facilities are not available, Port-a-Potties may be allowed to be brought on premises with Park District approval.
19. Golfing is prohibited in all parks/fields.
20. Smoking and the use of tobacco products are prohibited in all parks and facilities.
21. Park District staff have the right to stop any activity that is identified as unsafe or inappropriate.

By signing this, I agree to the Rental Agreement

Renter's Signature

Renter's Name Printed

Date



HOLD HARMLESS AGREEMENT

I/We _____, agree to hold harmless the use of Wood Dale Park District parks and fields, the Board of Commissioners, its members, and employees; and defend at our/my own expense all claims for damage to property, equipment and persons, including medical expenses for injuries incurred and arising incidental to the use of use of Wood Dale Park District parks and fields. It being further understood and agreed that the Wood Dale Park District assumes no obligation or responsibility in connection with the use of the facility. I/We further agree to assume all cost of damage to the park or field and/or contents during the period of authorized use of the park or field and as a result of such use of the park or field and/or contents.

Date

Signature of person responsible for rental

WAIVER AND RELEASE OF ALL CLAIMS AND ASSUMPTION OF RISK

Please read this form carefully and be aware that in signing up and participating in this program/activity, you will be assuming the risk, legal liability, warning, and releasing all claims for injuries, damages or loss which you or your minor/child might sustain as a result of participation in any and all activities connected with and associated with this program/activity.

I recognize and acknowledge that there are certain risks of physical injury associated with participating in this program/activity and I voluntarily agree to assume the full risk of any injuries, damages or loss, regardless of severity, that I or my minor child may sustain as a result of participating in any and all activities connected with and associated with this program/activity.

I do hereby fully release and forever discharge the District from any and all claims for injuries, damages, or loss that I or my minor child may have or may have accrue to me or my minor child and arising out of, connected with, or in any way associated with this program/activity.

I have read and fully understand the above information, warning of risk, assumption of risk, and waiver and release of all claims. If registering on-time or via fax, my online or facsimile signature shall substitute for and have the same legal effect as an original form signature.

Date

Signature of person responsible for rental