

# Wadsworth Community Memorial Park Permit / Reservation Request Form

VERSION November 5, 2024 EFFECTIVE January 1, 2025

**Note:** Applicant must be at least twenty-one (21) years of age in order to file for a permit / reservation to use a Village of Wadsworth park facility. Although the applicant need not be present during the scheduled event, the applicant will be held responsible for all activities that occur in conjunction with the said event.

**Today's Date:** \_\_\_\_\_

**Name of Applicant:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_ **Telephone #:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

\_\_\_\_\_

City State Zip

**If Fee Paid by Other than the Applicant:**

**Payable to:** \_\_\_\_\_

**Mail to:** \_\_\_\_\_

Street Address City State Zip

**Wadsworth Resident (Within Village's Jurisdictional Corporate Limits)?** Yes / No

**Driver's License or ID Card #:** \_\_\_\_\_

(COPY NEEDED) Number State

**Date Requested:** \_\_\_\_\_ **Start Time:** \_\_\_\_\_ **End Time:** \_\_\_\_\_

**Shelter / Field Requested:**

\_\_\_\_\_ Large Shelter Only (25-Vehicle Maximum)

Purpose of Event: \_\_\_\_\_

Estimated Number of People: \_\_\_\_\_

\_\_\_\_\_ Campanella Field -- Non-League Scheduled Game/Practice (4-Hour Maximum)

\_\_\_\_\_ Campanella Field -- League Practice (4-Hour Maximum)

\_\_\_\_\_ Campanella Field -- League Game (4-Hour Maximum)

**Fee Schedule:**

	<u>Fee - R</u>	<u>Fee - NR</u>	<u>Deposit</u>
Large Shelter Only	\$200	\$400	\$100
Campanella Field Non-League Scheduled Game/Practice	\$ 0	\$ 25	\$ 0
Campanella Field League Practice	\$ 25	\$ 50	\$ 0
Campanella Field League Game	\$ 50	\$ 75	\$ 0

**Office Use**

**Payment Type:**

Cash \$ \_\_\_\_\_

Check \$ \_\_\_\_\_

Credit Card

\$ \_\_\_\_\_

Initials \_\_\_\_\_

*Please note that, for certain events / activities, a certificate of insurance and an indemnification agreement may be required. An applicant will be informed at the time of the application. A reservation may be made in person at the Wadsworth Village Hall, or by e-mail using info@villageofwadsworth.org, with only one (1) reservation accepted per person for any particular day (use of Campanella Field for league play excepted). The applicable fee and deposit must be paid at the time of the reservation. Campanella Field may be reserved concurrently with a large shelter reservation; the applicable fee is required for the use of both facilities. A reservation is not finalized until this form is signed by an Authorized Village Official and all money due is paid in full. Questions? Please call 847-336-7771.*

As the applicant for a Wadsworth park permit / reservation, you must comply in all aspects with ALL VILLAGE ORDINANCES AND REGULATIONS, INCLUDING ITS PARK REGULATIONS. Failure to do so may result in immediate suspension of the occasion and forfeiture of all fees and deposits, including the levy of additional fines and reimbursement for damaged Village property. A sampling of the Village's park regulations appears below; however, please be advised that you may request a full copy of the Village's park regulations at no cost to you during your visit to Wadsworth Village Hall. The park regulations have been codified as Section 7-3 of the Wadsworth Village Code and are available for viewing on the Village's internet website, [www.villageofwadsworth.org](http://www.villageofwadsworth.org).

1. Park hours are from sunrise to sunset.
2. Permits are required for any assembly / party / gathering / etc. of ten (10) or more persons, seven days a week. Any use of the Village's large shelter in Wadsworth Community Memorial Park, regardless of party size, on Saturdays, Sundays, and Holidays, shall require the party to obtain a permit from the Village for the use of the same.
3. Personal grills are not permitted. Please use the grills that are provided in the designated areas.
4. No person shall bring within, possess, drink, sell or transfer any intoxicating liquors on park property. The use of illegal drugs of any kind is prohibited.
5. No unauthorized vehicles shall park or drive in areas other than the designated parking lots.
6. No park equipment, facility or property shall be moved or altered without specific permission by an Authorized Village Official.
7. Damage to, or loss of, recreation equipment or property of any kind, resulting either directly or indirectly from your use, shall be paid for by you.
8. Special wiring or equipment shall be used only as directed by an Authorized Village Official. Trampolines, inflatable bouncers / slides / moonwalks, etc. are not permitted. The electricity provided at the large shelter is for convenience only. This is a 15-amp circuit; should it be overloaded, the breaker will switch off. The switch is not accessible and cannot be reset.
9. All Village ordinances concerning gambling, animals, closing hours and conduct of any kind shall apply at all times. Dogs must be kept on a leash.
10. There will be no littering on the grounds. The responsibility for cleaning the areas used belongs to the individual making the request for usage. Garbage shall be disposed of in the containers provided.
11. In the event that the person or organization desires to withdraw its reservation, that person or organization shall be entitled to a refund of the money paid on the following basis:
  - a. Thirty (30) days or more prior to the scheduled event, the entire rental fee and security deposit shall be refunded.
  - b. Less than thirty (30) days prior to the scheduled event, no part of the rental fee shall be refunded, but all of the security deposit will be refunded.
12. No permit for the use of Village parks or equipment shall be issued to an individual who is not of good moral character and reputation, nor to an organization that is not of good moral character and reputation.
13. No application shall be approved by any Authorized Village Official if it appears that the conduct of the activity for which the permit is sought will be contrary to the health, safety, or welfare of the public, or to any regulation, law, or ordinance applicable to such activity.

I, \_\_\_\_\_, agree to observe / follow all of the above rules and regulations, and all rules and regulations of the ordinances of the Village of Wadsworth, including its parks regulations. In addition, the undersigned does hereby release and holds the Village of Wadsworth, Lake County, Illinois and its agents, employees and appointed and elected officials harmless from any and all claims, demands, actions or causes of action or suits of any nature which might result from the use of the Village's park facilities in conjunction with the issuance of this permit / reservation.

APPLICANT'S SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

Authorized Village Official

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