



PERMIT APPLICATION – PERRY FARM PARK

459 N. Kennedy Drive,
Bourbonnais, IL 60914

Phone: 815-933-9905 option 4
FAX: 815-933-5468

Activity Questions	
Is this event open to the public?	Yes No
Are you publicizing the event to the public?	Yes No
Outside of areas rented, will you be using other parts of the park for organized activities?	Yes No

Name: _____ Organization Name (if applicable): _____

Physical Address: _____
Street City Zip Code

Home Phone: _____ Cell Phone: _____ Work/other Phone: _____

Email Address: _____ Fax #: _____

Date(s) Requested: _____ Start Time: _____ End Time: _____ Total Hours: _____

Activity: _____ Expected Attendance: _____

Proof of Insurance: _____ Proof of Not-for-Profit (501C form): _____

Activities/Rentals	Times	Fees: Res/NR	Extras: Res/NR	Total Fee
Field Rental (Field # _____)	One Day	\$100/\$125	\$25/\$35 Electricity	
Large Gazebo -morning	8am-2pm	\$75/\$90	\$25/\$35 Electricity	
Large Gazebo -afternoon	3pm-8pm	\$75/\$90	\$25/\$35 Electricity	
Pavilion -morning	8am-2pm	\$80/\$95	\$25/\$35 Electricity	
Pavilion -afternoon	3pm-8pm	\$80/\$95	\$25/\$35 Electricity	
Pavilion & Large Gazebo -morning	8am-2pm	\$125/\$150	\$50/\$65 Electricity	
Pavilion & Large Gazebo -afternoon	3pm-8pm	\$125/\$150	\$50/\$65 Electricity	
Small Gazebo -Coynce St Pond Area- am	8am-2pm	\$75/\$90	\$25/\$35 Electricity	
Small Gazebo -Coynce St Pond Area -pm	3pm-8pm	\$75/\$90	\$25/\$35 Electricity	
Hayrides— Monday – Sunday	Normal Hours	\$75/\$100 first hour	\$30/\$40 each addl hr	
Hayrides— Monday – Sunday	Afterhours	\$100/\$125 first hour	\$40/\$50 each addl hr	
Panda Bounce House	8am-8pm	\$75/\$100 first 2 hrs	\$25/\$35 each addl hr	
Tents 20' x 40' (white)	One Day	\$250/\$300	With Sides?	
Tents 30' x 60' (white)	One Day	\$600/\$650	With Sides?	
Tents 30' x 90' (white)	One Day	\$900/\$950	With Sides?	
Site Supervisor	8am-8pm	\$25 first 2 hrs	\$10 each addl hr	
Additional Picnic Tables	One Day	\$25/\$35		
Additional garbage cans	One Day	\$5/\$7		
Port-a-potty	One Day	\$50/\$65	\$90/\$100 Handicap acces.	
Non-Refundable early booking fee- charged prior to Jan 1 for following year rentals			\$25	
Refundable Service/clean-up deposit		50% of total rental fees (\$75 minimum)		
		Total Fees Due (including deposit)		

_____ agrees to hold harmless and indemnify the Bourbonnais Township Park District Employees, and Bourbonnais Township Park District Commissioners from any damage, injury, or expense which might arise out of their use or their guest's use of park facilities. The Park District, Bourbonnais Township Park District Employees and Bourbonnais Township Park District Commissioners assume no responsibility for the use of facilities, parks or equipment in regard to this application.

Applicant Signature

Date

For off-site Credit Card Payment Only: Credit Card #: _____ MasterCard/Visa/Discover

Cardholder's Signature: _____ Exp. Date: _____

FOR OFFICE USE ONLY: Date called: _____ Reservation #: _____ HH#: _____ Staff notified: _____				
Date Paid: _____	Amount Paid: _____	Clerk: _____	Method of Payment: _____	Check or Auth#: _____
Balance Paid: _____	Amount Paid: _____	Clerk: _____	Method of Payment: _____	Check or Auth #: _____



Applicant agrees they have read and will abide by the requirements listed and described below. Applicant understands that Bourbonnais Township Park District (known as BTPD) is not responsible for unforeseen circumstances and has agreed to indemnify the Bourbonnais Township Park District for any accidents or injuries occurring. Applicant also understands that the Bourbonnais Township Park District has the right to hold the amount of the deposit due to persons attending the event not abiding by the expectations listed below.

Please review and initial next to items:

- ___ Trash and recycling must be disposed of in appropriate containers provided by BTPD.
- ___ Grilling is allowed in the park but not near or under any permanent structures or trees. **Gas grills only. No charcoal grills are allowed.**
- ___ **No smoking** is allowed inside buildings or within fifty feet of any entrance to building or playground areas.
- ___ Groups with youths under 18 years of age must be chaperoned by adults over the age of 21. One adult to every 10 children is required.
- ___ **No driving or parking on grass or sidewalks** unless approved by authorized BTPD staff. Violators may be towed at owner's expense.
- ___ **Marking on trails is prohibited.** This includes field paint and chalk. Signs or cones can be used to mark along trails.
- ___ Applicant must be over the age of 21.
- ___ Large events must show proof of insurance. Name on permit application must match name on insurance policy. Insurance coverage must be provided within 14 days of event.
- ___ **No alcohol is permitted** at facilities or parks unless approved by authorized BTPD staff and proper insurance is provided. (Additional forms and charges apply.)
- ___ Permits are issued only for an assigned area of park or facility. Public is still welcomed to use other areas of park or facility.
- ___ Admission may not be charged to any parks and/or facilities for monetary gain or fundraising without approval from the BTPD Board of Commissioners. Gambling and betting is not permitted. Approval requires 90 day notice.
- ___ Sound equipment, D.J's, and bands are allowed only if approved by authorized BTPD staff prior to event.
- ___ Animals are not allowed inside any BTPD facilities. Animals are allowed at any BTPD park, provided said animal is leashed. It is expected to pick up after said animal.
- ___ Any publicized events must have "This is not a Bourbonnais Township Park District Sponsored Event" in all publicity and advertisements.
- ___ All activities are subject to approved ordinances and policies.
- ___ Permits issued within 14 days of event must be paid by cash or credit cards.
- ___ Disorder among patrons prior to or during event may cause BTPD to cancel permit and may restrict or deny future permit requests.
- ___ Permits are subject to cancellation by the BTPD upon notification to applicants with refunds to be made pursuant to the refund policy.
- ___ Refunds or credits will not be issued due to weather. Only deposit will be refunded.
- ___ Refunds for cancelations will be honored provided that applicant cancels 14 days prior to event.
- ___ Deposits may be returned within 3 to 4 weeks following rental as long as there were no damages or additional fees.

Applicant Signature: _____

Date: _____

BTPD Staff Signature: _____

Date: _____