

Activities Request Application
Village of round lake beach

Date Application Submitted: _____ (submit at least (3) weeks prior to event)

Organization/Group
Submitting Request: _____

Home Address: _____

Phone: _____

Business Address: _____

Phone & Fax & E-mail: _____

Date of Event: _____

Type of Event: _____
(Block Party, Parade, Concert, Carnival, etc.)

Purpose for Event: _____

Location of Event: _____

Time of Event: _____ a.m. until _____ p.m.

If the event requires streets be blocked off, specifically identify the area both by description and by drawing. Include cross roads and corners. List addresses between the barricades.



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Please submit the following documents along with this application where applicable:

1. Specific drawings and resident information.
2. A petition that constitutes at least 75% of the homeowners whose properties border the street/block cited for the event.
3. Proof of homeowner liability insurance evidencing the Applicant's Homeowner's Liability Insurance, Commercial General Liability Insurance, or other similar form of insurance approved by the Village Manager, providing coverage in amounts no less than \$100,000 on an occurrence basis and \$500,000 aggregate. The Village reserves the right to require additional insurance coverage amounts or coverages in its sole discretion.
4. If you're a company, you must provide a Certificate of Liability Insurance (w/expiration date) naming the Village of Round Lake Beach as "additional insured." Coverage amount must be \$2,000,000.

Important Information: Please Read

- A. All functions conducted within the Village must be in accordance with Village standards and, therefore, not in violation of any Village regulations or ordinances.
- B. Programs and/or organizations under the sponsorship of the Village shall, in all cases, be given first preference for an Event. Unless otherwise arranged, second preference will be extended to the Round Lake Area Park District.
- C. The Village may, at its discretion, cancel any standing permit if deemed in the best interest of the Village.
- D. All fees and charges (when applicable) must be received by the Village no later than (7) days in advance of the desired date.
- E. Applicant acknowledges that by using premises _____, Applicant waives and releases all claims for injuries it may have or that any member, user, invitee, employee, agent, customer or participants ("Participant") in its program or use may have or which arise out of its use at the Village's facility. The Applicant also indemnifies and holds the Village harmless as provided herein.

In using the facility of the Village, the Applicant recognizes and acknowledges that there are certain risks of physical injury and it agrees to assume full risk of any injuries, including death, damage, or loss regardless of severity which it or any Participant may sustain as a result of participation in any and all activities connected with or associated with the Applicant's use. The Applicant agrees to waive and relinquish all claims it may have as a result of using the Village's facilities against the Village and its officers, agents, servants, Board of Trustees, individual appointed or elected officials, and employees ("Covered Entities").

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E. cont.

The Applicant does hereby fully release and discharge the Village and its Covered Entities from any and all claims from injuries, including death, damage, or loss which it may have or which may accrue to any Participant or the Applicant on account of its use of the Village's facility and the Applicant covenants not to sue the Village or any of the Covered Entities. It further agrees to indemnify and hold harmless and defend the Village and its Covered Entities from any and all claims resulting from injuries, including death, damages, and losses sustained by the Village or the Covered Entities arising out of, in connection with, or in any way associated with its use of the facility or the use of the facility by any Participant. The Applicant hereby assumes all responsibility for any bodily injury, death or property damage brought about as a result of its use of the facility or the use of the facility by any Participant.

The Applicant agrees that it shall provide proper adult supervision during its activities at the facility. The Applicant shall be responsible for the cost to repair any damage to the facility or to the property of others, which occurs during its use of the facility. Additionally, the Applicant acknowledges that it has examined the facility and acknowledges that it is appropriate and adequate for the intended use by the Applicant and the Participants. The Village makes no warranty or representation about the condition of its facility. The Applicant agrees to be responsible for the costs to repair any damage to the facility, or to the property of others, which occurs during its use of the facility.

Please be advised that the Village does not carry medical accident insurance for injuries sustained in its facilities. Therefore, the Applicant using the facility should review its own insurance policies for coverage.

- F. Disorder among Patrons is a cause for cancellation of an Event, may be cause for denial of future permits.
- G. No alcoholic beverages are allowed on Village property.
- H. Gambling is prohibited.
- I. In case of cancellation by the applicant, the Village reserves the right to retain the entire permit fee to cover expenses that have been incurred in preparation for the permit use. The applicant may request a refund through The Village Manager.

Your signature below indicates that you understand and agree to the terms and conditions set forth in this application.

Signature

Date

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