

Birthday Parties

Reservation Form



All birthday parties include a party host for two hours long with scheduled activity time, food time, and gift opening time. Parties include cheese pizza, and beverages. Cake and dessert to be provided by the participant. All parties are for ages 4-11. The birthday party fee includes 12 children, additional children/adults can be added for \$8 per participant, except for water park birthdays that are \$10. Additional party time can be added for \$85 per hour.

Please submit this form to the Deer Grove Leisure Center, or e-mail to Rentals@BvilleParks.org. Call (630) 238-4931 for more information.

Please indicate which party you are interested in:

- | | |
|---|---|
| <input type="checkbox"/> Sports Party \$165 \$195 | <input type="checkbox"/> Harry Potter Birthday \$200 \$250 |
| <input type="checkbox"/> Good Ol' Fashioned Birthday Party \$165 \$195 | <input type="checkbox"/> Nerf-day Birthday \$165 \$195 |
| <input type="checkbox"/> Princess Birthday \$200 \$250 | <input type="checkbox"/> Farmside Birthday \$165 \$195 |
| <input type="checkbox"/> Star Wars Birthday \$200 \$250 | <input type="checkbox"/> Water Park Splashin' Birthday \$165 \$195 |

Parent Name: _____

Day/Date/Time Requested (parties are 2hrs): _____

Birthday Child's Name: _____ Age: _____ Male | Female

Address: _____ Cell Phone: _____

City/Zip: _____ Home Phone: _____

E-mail Address: _____

Approximate # Kids: _____ # Adults _____ Age Range of Guests: _____

Signature: _____ Date: _____

Total Fees _____ **Final Payment** _____

FOR OFFICE USE ONLY

Rental Price _____ Security Deposit _____ Total Due _____

Full Payment Due Date _____ Payment Process Date _____ Processed By _____

Approved By _____ Approved On _____

BENSENVILLE PARK DISTRICT STATEMENT OF POLICY FOR USE OF PARKS

Please be aware the signee of the application is waiving and releasing all claims for injury for themselves and to the others of his/her group that might arise out of the rental. The Bensenville Park District shall assume no responsibility for any accident, theft or loss of property. The renter shall hold the Bensenville Park District Board and Staff members harmless for any costs or liability resulting from activities or programs of the renter;
The Board will not delegate to any group its duty of administering the parks;
Permission to use the parks by groups for a non-sponsored park function must be upon application and issuance of a permit;
Any permit issued may contain conditions that will protect park property and assure orderly and proper use of the parks;
The granting of a permit is not to be construed as an endorsement by the Board of the subject matters discussed, the opinions expressed, nor the organization sponsoring the function;
Any permit may be revoked for misrepresentation in the application or violations of the terms and conditions of the permit, the ordinances, rules, and regulations of the Park District and the laws of the State of Illinois.

BENSENVILLE PARK DISTRICT FACILITY USE REGULATIONS

1. All functions conducted in the Bensenville Park District facilities must be in accordance with District regulations and therefore not be in violation of any District regulations or ordinances.
2. This application form shall be referred to and used as a PERMIT upon the approval of an authorized Park District official. This permit must be carried at all times during the activity by the "person in charge" of the activity. This permit must be shown to any authorized Park District official upon request. In the case of two or more conflicting activities either by time or place of the activities, the permit dated first shall entitle the bearer the privileged use of the facility in question. (Village of Bensenville Police officers are considered authorized Park District agents.)
3. The signer of the rental agreement/application shall be completely responsible for the behavior of all participants and for their prompt departure at the end of the facility use. He/she shall be charged for any damages said participants should incur which are over the security deposit amount.
4. The facility is to be in order and vacated at the specified time noted on the permit. Any damages or excessive clean-up will result in forfeiture of the security deposit.
5. Alcoholic beverages are prohibited.
6. "No Smoking" signs when and where posted must be adhered to at all times.
7. All accidents, breakage or loss must be reported to the Bensenville Park District office immediately during regular office hours (Monday thru Friday 9:00am to 6:00pm) by calling (630) 766-7015. During times when the Park District office is closed all accidents, breakage or loss must be reported to the DuPage County Sheriff's office (630) 682-7256.
8. All Park District property and furnishings on Park District property shall not be removed from the facility.
9. All personal property of those using the facility must be removed from the facility upon termination of use.
10. Supplies may not be delivered in advance of the date and time noted on the permit unless specific permission has been granted in writing.
11. Automobiles shall be parked in designated areas. Driveways and entrances must be left clear at all times. A fifteen (15) mile per hour speed limit must be observed at all times.
12. Permits shall not be granted for political or religious meetings holding six or more meetings in any eight week period except by approval of the Executive Director/Manager of Park Operations.
13. The posting of advertisements of any product or service for sale is not permitted.
14. The Bensenville Park District must be notified of any cancellation at least 48 hours in advance or deposit forfeiture will result.
15. THE BENSENVILLE PARK DISTRICT IS NOT RESPONSIBLE FOR LOSS OR DAMAGE OF PERSONAL PROPERTY BELONGING TO THOSE USING PARK FACILITIES.
16. If excessive clean-up is required to be done by the Park District, the person whose name appears as the "person in charge" shall be held responsible and charged for any excessive materials and labor needed to clean up.
17. No homemade food will be permitted.
18. Deposits are due and payable in advance upon submission of application.
19. Use of a Building after 11:00p.m shall result in a deposit forfeiture and possible disapproval of future application requests.
20. The rental group shall hold the Bensenville Park District, Board, and staff harmless for any liability resulting from the group's activities and programs.
21. Reservations for monthly meetings of organizations may be made seasonally by submitting your request after the following dates: FALL September 1; WINTER December 1; SPRING March 1; SUMMER June 1.
22. The use of loudspeakers and public address instruments is prohibited without special permission.
23. The Park District reserves the right to assess additional fees for special requests, size considerations, and unusual activities at the discretion of the Park District staff.
24. The Park District reserves the right to cancel or move a renter to another facility/site/room at any time for any reason.
25. Rental Groups will be required to submit a Certificate of Insurance naming the Bensenville Park District as the additional insured for not less than \$1,000,000.00 per occurrence.

Signature _____