



Iowa Community Center
 338 N. Iowa Ave.
 Villa Park, IL 60181
 Phone: 630-834-8970
 Fax: 630-834-8982

Community Recreation Building
 320 E. Wildwood Ave.
 Villa Park, IL 60181
 Phone: 630-834-8525
 Fax: 630-834-8528

Website: www.vprd.org

Application & Permit for Park/Ball Diamond Use									
Applicant Information (and additional table/garbage can request)									
Date of Application:									
Name of Organization:				Person in Charge:					
Address:									
City:		State:		ZIP Code:					
Primary Phone:				Email:					
Secondary Phone:									
# of additional picnic tables requested (at \$15/table):				# of additional garbage cans requested:					
Briefly Describe Activity:									
Requested Location (Please Check Requested Locations)									
PARKS		SOCCER FIELDS		BASEBALL/SOFTBALL DIAMONDS					
<input type="checkbox"/> Lions		Iowa (U6) ____		<input type="checkbox"/> Lions (Lighted Fields) 1__ 2__					
<input type="checkbox"/> Rotary (5 picnic tables included)		Jackson (U6) ____ (U8) ____		<input type="checkbox"/> Rotary 1__					
<input type="checkbox"/> Jefferson		Jackson (U10) ____ (U14) ____		<input type="checkbox"/> Jefferson 1__ 2__ 3__ 4__					
<input type="checkbox"/> Willowbrook		Jackson (football/cheer) ____		<input type="checkbox"/> Highridge 1__					
<input type="checkbox"/> Illinois Prairie Path		Jefferson ____		<input type="checkbox"/> Jackson 1__ 2__ 3__					
<input type="checkbox"/> Ruggard Gazebo		Twin Lakes ____		<input type="checkbox"/> Franklin					
Twin Lakes (4 picnic tables included)									
<input type="checkbox"/> Other _____									
Requested Dates & Times									
DAY(S)		DATE(S)		TIME(S)					
				From:		AM/PM	To:		AM/PM
				From:		AM/PM	To:		AM/PM
				From:		AM/PM	To:		AM/PM
				From:		AM/PM	To:		AM/PM
Agreement									
It is hereby understood that the undersigned person(s) or organization shall be permitted to use subject park and parking area until the time, and on the date(s) designated in this permit, but shall not remain in the park after such a designated hour. This application, if approved, will serve as your permit for the use of the property described above and must be on the person responsible at the site at all times. The renter agrees to abide by the rules governing use of parks and ball diamonds as stated on the reverse side of this form.									
Printed Name:									
Signature:				Date:					
Office Use Only									
Date Received:		Approved:		Disapproved:					
Signature:				Date:					
Rental Fee:				Rental Fee Due By:					
Bathroom key cash deposit amount:				Deposit for bathroom key due date (by 4 pm):					
Date Copy Sent to Applicant:									

**RULES GOVERNING USE OF VILLAGE OF VILLA PARK -- PARKS AND BALL DIAMONDS
STATEMENT OF POLICY FOR USE OF PARKS BY RENTAL GROUPS**

1. The Village of Villa Park shall assume no responsibility for any accident or damages to property. The rental group shall hold the Village of Villa Park, Board and staff harmless for any costs or liability resulting from the group's activities and programs.
2. The parks and fields shall be left in an orderly condition.
3. The applicant shall assume complete responsibility for any damages to the parks and/or fields. If the Village of Villa Park repairs or replaces any property, the applicant (renter) will be charged the cost of materials and labor paid by the Village of Villa Park.
4. Permission to use a facility may be denied or revoked from any group that is disorderly.
5. Adequate adult supervision, as determined by the Village of Villa Park, must be provided at all times.
6. **NO ALCOHOLIC BEVERAGES ARE ALLOWED IN THE PARKS AND/OR FIELDS.**
7. Village of Villa Park leagues and programs receive priority for all fields and park facilities.
8. This application form shall be referred to and used as a **PERMIT** upon the approval the authorized agent of the Village of Villa Park. This permit must be carried at all times during the activity by the "person in charge" of the activity. The person in charge of the group must attend the activity during the course of the day's activity. This permit must be shown to any authorized Recreation Department official or Village police upon request. In the case of two or more conflicting activities either by time or place of the activities, the permit dates first shall entitle the bearer the privileged use of the facility in question.
9. The park is to be vacated at the specified time designated on the permit in accordance with Village ordinance. All parks shall be open daily from the hours of 6:00 a.m. to sunset.
10. In the event of a cancellation due to inclement weather, a new application must be submitted to the Recreation office id make-up dates are required.
11. No bonfires or fireworks are permitted in the parks. Grilling is permitted using propane/gas grills only.
12. All applicants agree to abide by all Village ordinances, rules, regulations and procedures pertaining to the use of the Village of Villa Park -- parks and/or fields.
13. The Village of Villa Park reserves the right to cancel reservations for any reason by mailing written notice to the person responsible for the application at least one week prior to the reserved date.