



APPLICATION INFORMATION		
NAME OF APPLICANT/ORGANIZATION		TODAY'S DATE
STREET ADDRESS		
CITY	STATE	ZIP CODE
PHONE #	EMAIL	

PERMIT REQUEST			
DATE OF EVENT	EVENT START TIME	EVENT END TIME	ESTIMATED ATTENDANCE
TYPE OF EVENT	SET-UP TIME	CLEAN-UP TIME	TOTAL HOURS REQUESTED

By signing below, I agree to follow ALL Park District Rules & Regulations Governing the Use of the Gymnasium and recognized that I am responsible for the actions of myself and my guests. Should I or my guest fail to follow Park District rules and guidelines outlined in the permit agreement and perform adequate clean-up, or if damage occurs to Park District property, I understand that I will be billed at the full cost of overhead for cleanup and repair. In addition, such failure may result in the denial of future approval for a gymnasium permit and refund revoked. ALL FEES ARE DUE UPON SIGNING THE PERMIT.

**GYMNASIUM RULES & REGULATIONS**

A \$10.00 NON-REFUNDABLE ADMINISTRATIVE FEE IS DUE UPON BOOKING THE GYMNASIUM. AN HOURLY FEE IS ALSO DUE UPON BOOKING EVENT AT THE FOLLOW RATE:  
 RESIDENTS \$60.00 PER HOUR NON-RESIDENTS \$85.00 PER HOUR

1. GYMNASIUM PERMIT REQUESTS OF MORE THAN TWENTY-FIVE (25) PEOPLE SHALL NOT BE GRANTED.
2. NO ORGANIZED BASKETBALL GAMES OR TOURNAMENTS.
3. THIS IS A ZERO-TOLERANCE FACILITY FOR INAPPROPRIATE LANGUAGE, ACTS OF AGGRESSION, BULLYING OR DISCRIMINATION SUCH BEHAVIOR IS NEVER ALLOWED AND SHOULD BE REPORTED TO STAFF IMMEDIATELY.
4. ATHLETIC SHOES AND APPROPRIATE ATTIRE MUST BE WORN, INCLUDING SHIRTS AND PANTS AT WAIST LEVEL. HATS, BOOTS, OR STREET CLOTHES ARE NOT ALLOWED ON THE COURT.
5. HANGING ON THE BASKETBALL RIMS IS STRICTLY PROHIBITED.
6. RENTALS DO NOT INCLUDE THE USE OF ANY OTHER PART OF THE RECREATION CENTER BUILDING. (YOUR GUESTS MUST REMAIN IN YOUR DESIGNATED AREA)
7. NO FOOD/DRINKS ALLOWED IN THE GYMNASIUM (WITH THE EXCEPTION OF BOTTLED WATER)

**8. ANY PERMIT CANCELLED OR UNUSED FOR ANY REASON WITHIN 10 WORKING DAYS OF EVENT SHALL NOT BE ELIGIBLE FOR REFUND OR CREDIT**

PERMIT HOLDER SIGNATURE: \_\_\_\_\_

SUPERINTENDENT SIGNATURE: \_\_\_\_\_

PAYMENT INFORMATION (FOR OFFICE USE)			
Admin Fee	\$ 10.00	Credit <input type="checkbox"/>	Cash <input type="checkbox"/>
Rental Fee	\$ _____	Receipt # _____	
Total Amount Due	\$ _____	Staff Initials _____	