



**MIDLOTHIAN PARK DISTRICT**  
 Facility Rental Application/Agreement  
 14500 S Kostner, Midlothian, IL 60445 • 708-371-6191



**Renter's Information**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Address : \_\_\_\_\_ City/ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Event/Rental Information**

Day & Date: \_\_\_\_\_ Time From: \_\_\_\_\_  AM  PM To: \_\_\_\_\_  AM  PM

Function Type: \_\_\_\_\_ Room: \_\_\_\_\_ # of Guests: \_\_\_\_\_

**Facility/Room Requested**

Party Room (full payment due 1 month in advance)	Resident Rate	Non-Resident Rate	Refundable Deposit	Sub Total
River Room (up to 40 ppl) <b>Total Hours:</b>	<input type="checkbox"/> \$50 per hour	<input type="checkbox"/> \$80 per hour	<input type="checkbox"/> \$100	
Prairie Room (up to 40 ppl) <b>Total Hours:</b>	<input type="checkbox"/> \$50 per hour	<input type="checkbox"/> \$80 per hour	<input type="checkbox"/> \$100	
River/Prairie (41-90 ppl) <b>Total Hours:</b>	<input type="checkbox"/> \$85 per hour	<input type="checkbox"/> \$130 per hour	<input type="checkbox"/> \$250	
The Lily Pad Party (up to 30 ppl) 1 ½ hour rental	<input type="checkbox"/> \$125 flat rate	<input type="checkbox"/> \$150 flat rate	<input type="checkbox"/> \$100	
Gym Party (up to 100 ppl)** <b>Total Hrs:</b>	<input type="checkbox"/> \$80 per hour	<input type="checkbox"/> \$160 per hour	<input type="checkbox"/> \$250	
Meadow Room (up to 30 ppl)** Kids Birthday Party (2 hr max)	<input type="checkbox"/> \$85 flat rate	<input type="checkbox"/> \$110 flat rate	<input type="checkbox"/> \$100	
Choose 2 sports for Meadow Room party	<input type="checkbox"/> Basketball	<input type="checkbox"/> Soccer	<input type="checkbox"/> Hockey	<input type="checkbox"/> Mini Golf (\$10 extra charge)

**\*\*If bringing a bouncy house, a COI must be provided to us before the day of your event or it will not be allowed!** \_\_\_\_\_  
 (Certificate of Insurance) Initials

Gym Sports Rental (full payment due 1 week in advance)	Resident Rate	Non-Resident Rate	Refundable Deposit	Hours	Sub Total
<input type="checkbox"/> Sport _____	<input type="checkbox"/> \$50 per hour	<input type="checkbox"/> \$75 per hour	<input type="checkbox"/> \$100		

Turf Rental (full payment due 1 week in advance)	Resident Rate	Non-Resident Rate	Refundable Deposit	Hours	Sub Total
<input type="checkbox"/> Turf ½ field – PEAK	<input type="checkbox"/> \$125 per hour	<input type="checkbox"/> \$150 per hour	<input type="checkbox"/> \$100		
<input type="checkbox"/> Turf ½ field – OFF PEAK	<input type="checkbox"/> \$100 per hour	<input type="checkbox"/> \$100 per hour	<input type="checkbox"/> \$100		
<input type="checkbox"/> Turf Full – PEAK	<input type="checkbox"/> \$175 per hour	<input type="checkbox"/> \$200 per hour	<input type="checkbox"/> \$100		
<input type="checkbox"/> Turf Full – OFF PEAK	<input type="checkbox"/> \$125 per hour	<input type="checkbox"/> \$125 per hour	<input type="checkbox"/> \$100		
<input type="checkbox"/> Batting Cage (\$25 Setup fee)					

<b>Park Pavilion</b> (full payment due 1 month in advance) <i>11:00 a.m. – Dusk (8pm)</i>	<b>Resident Rate</b>	<b>Non-Resident Rate</b>	<b>Refundable Deposit</b>	<b>Insurance Certificate</b>	<b>Sub Total</b>
<input type="checkbox"/> Memorial (up to 100 ppl) **	<input type="checkbox"/> \$160	<input type="checkbox"/> \$400	<input type="checkbox"/> \$50	<input type="checkbox"/> Y <input type="checkbox"/> N	
<input type="checkbox"/> Roesner (up to 32 ppl) **	<input type="checkbox"/> \$ 75	<input type="checkbox"/> \$200	<input type="checkbox"/> \$50	<input type="checkbox"/> Y <input type="checkbox"/> N	

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 (Certificate of Insurance) Initials

**Setup/Cleanup Times:**

Prairie, River, Gym Parties No setup/cleanup time (must include in rental time)  
 Lily Pad & Meadow Parties 15 minutes before/15 minutes after

**Refund Policy:**

**ARC Gym & Multipurpose Room Parties**

- If notice is one month or less, there will be no refund of the deposit or fees \_\_\_\_\_

**ARC Gym/Turf Sport Rentals**

- If notice is one week or less, there will be no refund of the deposit or fees \_\_\_\_\_

**ARC Kid's Birthday Parties**

- If notice is two weeks or less, there will be no refund of the deposit or fees \_\_\_\_\_

**Lily Pad Parties**

- If notice is two weeks or less, there will be no refund of the deposit or fees
- All parties will go on as scheduled unless The Lily Pad is closed due to inclement weather. If The Lily Pad is closed, your party will be rescheduled or refunded. \_\_\_\_\_

**Picnic Permits**

- There will be no refunds due to weather
- If notice is one month or less, there will be no refund of deposit or fees \_\_\_\_\_

**Rental Agreement:**

*The undersigned agrees to terms stated regarding my party including the day, date, time, year, function, and fees along with any additional charges as stated. I have been informed of the refund/cancellation policies stated on the website. Renter agrees to hold Midlothian Park District harmless of any claims or losses while using the facilities. By signing below, I acknowledge that I have received a copy of the rental rules and guidelines and agree to abide by them. I understand that the Security deposit will be forfeited if anything is broken, rules are not followed, it takes more than 2-man hours to clean.* \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Grand Total:</b>	
<b>Deposit Paid:</b>	
<b>Additional \$ Paid:</b>	
<b>Balance:</b>	
<b>Date Balance Due:</b>	

Notes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Contract taken by: \_\_\_\_\_  
 Staff Member's Name (Printed)