



BUFFALO  
GROVE  
PARK  
DISTRICT

# Spray 'N Play Group Reservation Application

Please complete this application and be sure to sign and date it and include payment information. Return the completed form to the Alcott Center office at 530 Bernard Drive, Buffalo Grove, IL 60089, or you may fax it to 847.459.5741.

Name (Individual/Contact Person) \_\_\_\_\_ Date Submitted \_\_\_\_\_

Name of Organization \_\_\_\_\_

Address (Street/Town/Zip) \_\_\_\_\_

Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email Address (required) \_\_\_\_\_

- ▶ We recommend that you do not make any arrangements for your group until you receive the approved confirmation copy via mail or fax.
- ▶ You should receive your confirmation copy within one week of submitting this application. If you do not receive a confirmation by mail or fax, please call the Park District.
- ▶ Any changes to this contract after it has been approved will result in a \$10 change of reservation fee to cover administrative expenses.
- ▶ Groups may attend during normal operating hours:
  - Monday - Friday 10 am - 7 pm
  - Saturday 12 - 7 pm
  - Sunday 12 - 6 pm
- ▶ You must include credit card information upon submission. Your credit card will not be processed until the day of your scheduled group reservation. You may prefer to pay by check or cash upon arrival, in which case your credit card will not be billed.
- ▶ A \$50 no-show fee will be charged automatically to your credit card if you fail to show up for this group reservation without notification (excluding inclement weather).

### Group Reservation Information

Date Requested (one date per form) \_\_\_\_\_

Arrival Time \_\_\_\_\_ Departure Time \_\_\_\_\_

Estimated Number of People Attending # of Children \_\_\_\_\_ x \$3 = \$ \_\_\_\_\_

*Total group number may not exceed 60 people.*

# of Adults \_\_\_\_\_ x \$2 = \$ \_\_\_\_\_



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# Spray 'N Play Rules & Rental Agreement

## Rules

1. No pets are allowed within the facility.
2. No person suffering from any contagious disease or infectious condition shall be allowed to enter the facility.
3. Tobacco and alcohol are not permitted anywhere in or around the facility, including the parking lot.
4. Food and drink are restricted to designated areas only. Grilling and/or glass materials are not allowed in the Spray 'N Play or surrounding park areas. This includes tabletop grill systems as well.
5. Personal conduct within the pool facility must be such that the safety of self and others are not jeopardized. No running or boisterous and rough play.
6. People in street shoes and other spectators are not allowed in the wet areas of the facility.
7. Spitting, spouting of water, blowing the nose or otherwise introducing contaminants is not permitted in the wet area.
8. Weapons or other materials that might create hazardous conditions or interfere with the efficient operation of the Spray 'N Play will not be permitted.
9. The staff of the Spray 'N Play is responsible for enforcing safety rules and responding to emergencies. Parents and guardians are responsible for the supervision of their children.
10. The Spray 'N Play Manager has the authority to implement and enforce rules that supplement or are more stringent than those listed here.

## Rental Agreement Terms and Conditions

1. Renter shall have the use of the facility for the date(s) and time(s) stated herein, and is subject to the facility rental fee as provided herein.
2. Renter shall fully comply with all Buffalo Grove Park District rules, regulations, and ordinances in connection with the use of the facility.
3. Renter shall fully comply with the Pool Rules & Regulations (provided under separate cover).
4. The Buffalo Grove Park District reserves the right to amend the rental rules, as needed, to serve the best interests of the Park District.
5. Renter is solely responsible for the actions of any member of Renter's group and shall provide adequate adult supervision (age 16 or older) of Renter's group at all times.
6. Renter shall minimally provide one adult supervisor for every eight children ages six and older (1:8 ratio) and one adult supervisor for every five children under the age of six (1:5 ratio).
7. The Buffalo Grove Park District shall provide lifeguard staff during Renter's use of the facility. Renter fully understands and agrees that lifeguards are not responsible for supervising Renter's group. Lifeguards are responsible for enforcing rules and regulations and responding to emergencies. At the Spray 'N Play there will only be a manager on site.
8. Renter is solely responsible for the safety and security of any property brought to the facility. The Buffalo Grove Park District is not responsible for lost, stolen or damaged personal items.
9. Renter shall ensure that there is at least one adult supervisor fluent in English and on site at all times during Renter's use of the facility.
10. The Buffalo Grove Park District retains the right to conduct an audit of the group's numbers during the Renter's use of the facility. If there are more participants in the group than has been contracted, the group contact on site must sign off on a record sheet describing the discrepancy. The Renter shall be responsible for all additional charges and fees associated with the discrepancy and shall be billed for the additional amount.
11. The Buffalo Grove Park District retains the right to cancel this agreement at any time and for any reason, including, but not limited to inclement weather, misconduct of the Renter (or any member of Renter's group) or for misuse of property, for purposes deemed necessary for public safety or preservation of property, if termination serves the interests of Park District residents, or because the Renter has breached any of its obligations under this Agreement.



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12. Renter agrees to protect, indemnify, save, defend, and hold harmless the Buffalo Grove Park District, including its officers, officials, employees, agents and volunteers (collectively "Park District") from and against any and all liabilities, obligations, claims, damages, causes of action, costs and expenses, (including reasonable attorney fees) which the Park District may become obligated by reason of any accident or injury (including death by drowning) arising indirectly or directly in connection with or under this use agreement, whether such loss, damage, injury or liability is contributed to by the negligence of the Buffalo Grove Park District or by the premises themselves or any equipment thereon whether latent or patent, or from other causes whatsoever.
13. Renter shall maintain general liability insurance for bodily injury, personal injury and property damage during the term of this agreement, specifically including contractual liability coverage. The insurance shall name the Buffalo Grove Park District as additional insured and shall contain no special limitation on the scope of protection afforded the Buffalo Grove Park District. The insurance shall have limits of not less than \$1,000,000 per occurrence for injury or death. Renter's insurance shall be primary insurance as respects the Buffalo Grove Park District. Any insurance or self-insurance maintained by the Buffalo Grove Park District shall be in excess of Renter's insurance and shall not contribute with it. Renter's insurer shall agree to waive all rights of subrogation against the Buffalo Grove Park District.
14. Renter shall provide a certificate of insurance verifying compliance with the above insurance requirements and naming the Buffalo Grove Park District as an additional insured, accompanied by a properly executed additional insured endorsement using CG 2011 or equivalent, and specifying the rental date(s) no later than 7 days prior to the rental date(s).
15. In the event of no-show without notice, a fine of \$50 will be charged to the credit card on file.
16. This rental agreement may be revoked at any time at the discretion of the Buffalo Grove Park District due to misrepresentation of Renter, the misconduct of individuals in the group or for misuse of property. Future rentals may not be issued to Renter.
17. This agreement must be signed by an authorized agent or representative of Renter, age 21 or older.

## Waiver and Release of All Claims

Please read this form carefully and be aware that in registering yourself or your minor child/ward for participation in Buffalo Grove Park District programs, you will be waiving and releasing all claims for injuries you or your child/ward might sustain arising out of said programs.

I recognize and acknowledge that there are certain risks of physical injury to participants in the program(s), including transportation services, for which I have registered and I agree to assume the full risk of any such injuries, damages or loss, regardless of severity, which I or my child/ward may sustain as a result of participating in any activities connected or associated with any such program(s), including transportation services. I waive and relinquish all claims I or my child/ward may have against the Park District and its officers, agents, servants and employees as a result of participation in any of these program(s), including transportation services. I hereby fully release and discharge the Park District and its officers, agents, servants and employees from any and all claims from injuries, damage or loss which I or my child/ward may have or which may accrue to me or my child/ward on account of my participation or the participation of my child/ward in any of these program(s), including transportation services. I further agree to indemnify and hold harmless and defend the Park District and its officers, agents, servants and employees from any and all claims resulting from injuries, damages and losses sustained by me or by my child/ward, and arising out, connected with, or in any way associated with the activities of any of the program(s), including transportation services. Photo Disclaimer: Registrants and participants of programs and special events permits the Park District to take photos and videos of themselves and their child/ward for publication in the program brochure, website and additional uses as the Park District deems necessary unless the registrant or participant expressly files with the Park District a written objection as to photos or videos of themselves and/or their child/ward.

I have read and agree to all the above conditions for a Buffalo Grove Park District Room Rental.

Printed Name \_\_\_\_\_

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



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## Payment Information

Due to internet security precautions, this payment form is only accepted via fax, mail or in-person. Credit card information is not accepted via email.

Visa/Mastercard/Discover/Amex # \_\_\_\_\_ Expiration Date \_\_\_\_\_ CVV# \_\_\_\_\_

Signature for Credit Card \_\_\_\_\_

## Office Use Only

\_\_\_\_\_  
Date Reservation was Approved by BGPD Staff

\_\_\_\_\_  
Rental #

\_\_\_\_\_  
Receipt #

\_\_\_\_\_  
Spray 'N Play Manager

# of Children \_\_\_\_\_ x \$3 = \$ \_\_\_\_\_

# of Adults \_\_\_\_\_ x \$2 = \$ \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

Total \$ \_\_\_\_\_

Payment Made \$ \_\_\_\_\_

Overpayment \$ \_\_\_\_\_

Certificate of Insurance: Received by \_\_\_\_\_ Date Received \_\_\_\_\_

## Cancellation

Weather: Thunderstorm  Low Temperature  Hard Rain

Reschedule:  Yes  No Date Requested: \_\_\_\_\_

Other: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_