



BUFFALO
GROVE
PARK
DISTRICT

2021 Spray 'N Play Group Reservation Application

Applications are accepted by fax, 847.459.5741 or by mail, drop-off, or in-person at the Alcott Center, 530 Bernard Drive, Buffalo Grove, IL 60089. Submission of this form does not mean that your rental has been scheduled or approved. All applicants will receive an email confirmation once reservation has been completed, which can take up to 3 business days to process. All reservations are subject to availability.

Name (Individual/Contact Person) _____ Date Submitted _____

Name of Organization _____

Address _____ City _____ Zip _____

Work Phone _____ Cell Phone _____

Email Address (required) _____

Group Reservation Information

Date Requested (one date per form) _____

- 12:30 - 2:30 pm
- 3 - 5 pm
- 5:30 - 7 pm

Estimated Number of People Attending

Total group number may not exceed 50 people

of Children _____

of Adults _____

Final headcounts must be provided no later than four (4) business days prior to your reservation and can be emailed to Jenn Foreman at jenn@bgparks.org

Renter Acknowledgment

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).

Initial: _____

You are responsible for enforcing the attached guidelines with your group. We reserve the right to ask you to leave the facility if any member of your group does not follow these guidelines.

Weather Policy

Notification of rental cancellation due to inclement weather will be made no sooner than 12 hours and no later than 2 hours prior to event. The facility does not cancel for rain; however, low temperatures (below 70°) and thunderstorms may require the facility to close. It is the discretion of the Buffalo Grove Park District whether a rental may be cancelled due to hard rain.

Any cancellation notifications will be made by phone so please provide the best number to reach you on the rental form. In the event of an emergency outside of normal business hours, you can email the Aquatics Facilities Supervisor, Jenn Foreman, at jenn@bgparks.org or contact the Spray 'N Play Weather Hotline at 847.235.6857 extension 2.

Rules

1. Children who are under the age of 12 must be accompanied by someone 16 years or older.
2. No pets are allowed within the facility.
3. No person suffering from any contagious disease or infectious condition shall be allowed to enter the facility.
4. Tobacco and alcohol are not permitted anywhere in or around the facility, including the parking lot.
5. Food and drinks 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.
6. 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.
7. People in street shoes and other spectators are not allowed in the wet areas of the facility.
8. Spitting, spouting of water, blowing the nose, or otherwise introducing contaminants is not permitted in the wet area.
9. Weapons or other materials that might create hazardous conditions or interfere with the efficient operation of the Spray 'N Play will not be permitted.
10. 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.
11. 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 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 attached Pool Rules & Regulations.
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. The Buffalo Grove Park District shall provide staff during Renter's use of the facility. Renter fully understands and agrees that staff is not responsible for supervising Renter's group. Staff is responsible for enforcing rules and regulations and responding to emergencies.
7. 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.
8. 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.
9. 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. Future rentals may not be issued to Renter.
10. 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.

11. In the event of cancellation or no show by Renter, a \$50 fine will be charged to the credit card listed on the form.

12. This agreement must be signed by an authorized agent or representative of Renter, age 21 or older.

Waiver and Release of All Claims

I/We, the undersigned, hereby certify that I am/we are the sponsor(s) or appointed representatives of the organization requesting use of the facility. I/we will be responsible for the conduct and personal injury of all persons in attendance at the facility stated above. I/We hereby assume liability for any injuries, damages, or loss to the facility, equipment, and/or Buffalo Grove Park District personnel or representatives during this time and place. It is fully understood and agreed to by all parties that the sponsoring organization guarantees to indemnify and hold harmless the Buffalo Grove Park District, its public officials, employees, volunteers and agents against any and all suits of any manner which might arise as a result of the covered activities and that the sponsoring organization agrees to defend said Park District, its public officials, employees, volunteers and agents and indemnify same against any and all expenses incurred in the defense of any suit of any type arising out of the covered activity or any damages, judgments or decree which might be awarded against said District in the event that the suit should be brought as the result of the covered activity(ies), including transportation services as identified above. I have read the general rules and regulations and I understand that failure to comply with any or all rules will result in revocation of use request and damage deposit, and may also result in refusal of future use. 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, social media 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 Rental.

Printed Name _____ Signature _____ Date _____

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. Credit card information must be included to cover incidentals if paying with cash or check.

Visa/MasterCard/Discover/AMEX _____ Expiration Date _____ CVV# _____

Authorized Signature _____ Date _____

Office Use Only

Cash _____ Check# _____ Received by _____ Date _____



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Facility & Park Rental Guidelines COVID-19 Addendum

Due to the public health concern surrounding COVID-19, the Buffalo Grove Park District has created the following addendum for facility and park rentals. Renters and their guests must adhere to the following guidelines in addition to the policies and procedures laid out in the pertinent rental packet.

COVID-19 Guidelines for Buffalo Grove Park District Rentals

- All guests must wear a face covering over their mouth and nose at all times except while in the water or eating, and if unable to maintain social distancing (6-ft. or greater) while outdoors.
- All guests must adhere to social distancing guidelines of 6-ft.
- Max 50 persons for any rental.
- Water fountain push bars have been deactivated.
- Rental will have limited contact with District staff during the entirety of the visit.
- All guests (including instructors, entertainers, contractors, etc.) must be able to answer "NO" to all items on the District's Wellness Screening Questionnaire before entering the facility. This questionnaire can also be found at the end of this document.
- Anyone who is exhibiting symptoms of COVID-19 will be prohibited or asked to leave the facility.
- The District will disinfect the tables, chairs, and all locker rooms prior to the rental.
- All guests are encouraged to bring their own hand sanitizer.

Wellness Screening Questionnaire

All renters and guests are required to review the questions in the Wellness Screening Questionnaire prior to the rental. By entering a Park District facility, park or program, the renter(s) and guest(s) acknowledge that this questionnaire has been completed properly, that each person has said "no" to each item, and is symptom-free.



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Facility & Park Rental Guidelines COVID-19 Addendum Agreement

Wellness Screening Questionnaire

Yes No

- Have you felt feverish?
- Do you have a cough?
- Do you have a sore throat?
- Have you been experiencing difficulty breathing or a shortness of breath?
- Do you have muscle aches?
- Do you have congestion or a runny nose (e.g., not related to allergies)?
- Have you been experiencing fatigue?
- Have you had a new or unusual headache (e.g., not related to caffeine, diet, or hunger, not related to a history of migraines, clusters, or tension, not typical to the individual)?
- Have you noticed a new loss of taste or loss of smell?
- Have you been experiencing chills or rigors¹?
- Do you have any gastrointestinal concerns (e.g., abdominal, pain, vomiting, diarrhea)?
- Is anyone in your household displaying any symptoms of COVID-19?
- To the best of your knowledge, have you or anyone in your household come into close contact² with anyone who has tested positive for COVID-19?

¹ Rigors: a sudden feeling of cold with shivering accompanied by a rise in temperature

² Close contacts include household contacts, intimate contacts, or contacts within 6-ft. for 15 minutes or longer unless wearing N95 mask during period of contact.

COVID-19 Addendum Acknowledgement

I have read and agree to all the above conditions for a Buffalo Grove Park District facility and/or park rental. I understand as the renter that it is my responsibility to ensure all guests of my rental will adhere to these conditions. I further understand that all permits and rental agreements are subject to any additional state and/or local guidelines and mitigations that may be in place at the time of the rental. The Buffalo Grove Park District reserves the right to postpone, reschedule, cancel, or refuse any rental if deemed necessary due to COVID-19, federal, state, and local guidance, and/or the renters inability to follow the Park District's guidelines.

Signature of Rental Contact _____ **Date** _____

Signature of Recreation Supervisor/Manager _____ **Date** _____

Office Use Only

Date Reservation was Approved by Aquatics Staff

Rental #

Receipt #

Final Headcount _____

of Children: _____

of Adults: _____

Total: \$ _____

Spray 'N Play Manager

Signature of Applicant

Certificate of Insurance:

Received by: _____

Date Received: _____

Cancellations

Notes: _____
