

VILLAGE OF HARTFORD

**SEVENTH STREET PARK
HARTFORD, ILLINOIS**

**RENTAL CONTRACT - BALL DIAMONDS
EFFECTIVE JANUARY 1, 2008**

I, _____, a Representative of the _____
Ball Team, am paying \$_____ to the Village of Hartford for the rental of _____
diamond(s) for the date of _____, time _____.

I, the applicant agree to abide by the stipulations listed below:

- A. All participants shall release the Village of Hartford from any and all liability of any kind or nature whatsoever, which may occur to the participants while using Village facilities.
- B. No intoxicants will be permitted on the premises (Ordinance 54, Section 1). Applicants are responsible for control of this situation.
- C. It will be understood that no one without permission is to sell concessions at this ball game(s) or tournament.
- D. Applicants are responsible for policing areas used and returning to same condition as it was when activity began. Ball fields and park areas must be cleaned after each daily session and trash removed to larger containers.
- E. The applicant and his/her organization will be held responsible for compliance with these rules and regulations by all persons participating in or pertaining to the activity. He/she will also be expected to control the atmosphere surrounding the game(s) and do his/her best to keep the games orderly. Failure to comply with these rules and regulations will be sufficient reason to cancel future rentals of the facilities.
- F. No parking on grass at any time. Parking on grass may result in \$20.00 fine. Use parking lot or parking space only. No parking on south side of 7th Street.

RENTAL FEES

PER GAME	\$40.00	\$ _____
DOUBLEHEADER	\$50.00	\$ _____
TOURNAMENT (per diamond)	\$200.00	\$ _____
ADDITIONAL PREPARATION OF DIAMONDS ON WEEKENDS	\$35.00	\$ _____
RENTAL OF LIGHTS	\$40.00 (per hr.-min. 2 hr.)	\$ _____
	\$20.00 (for each addt'l hr.)	\$ _____
	TOTAL	\$ _____

Please specify:
Pitcher's mound _____
Bases line _____

\$150.00 deposit require at time of signing contract.

WILL NOT BE REFUNDED IF DAMAGE OCCURS OR CLEAN UP IS NECESSARY

League \$375.00 (17 games) will request a schedule for league games prior to season and payment in advance.

NAME OF ORGANIZATION

NAME TITLE

ADDRESS

CITY PHONE

DATE

Revised 05/19/10

APPROVED BY

VILLAGE OF HARTFORD

**GENERAL RULES & CONTRACT
FOR THE USE OF THE
RECREATIONAL CENTER**

EFFECTIVE JANUARY 20, 2010

TYPE OF FACILITY APPLYING FOR (check those that apply)

_____ Gymnasium _____ grounds _____ downstairs

Date or dates included in this application _____

Hours the facility will be needed (be specific) _____

(Include set up and clean up time)

Briefly describe your plans for use of premises _____

Approximate number expected to use premises _____

A. The Village has made available for use by residents or group of residents the Recreational Building. RESIDENTS MAY NOT ACT AS AGENTS FOR INDIVIDUALS OR ORGANIZATIONS WHOSE MEMBERSHIP IS ENTIRELY OUTSIDE THE VILLAGE.

B. The Village of Hartford reserves the right to refuse the use of any of its facilities to any individual or organization.

C. To help offset expenses of heating, air-conditioning, personnel and providing tables and chairs, the following charges will apply for all reservations:

RESIDENTS			NON-RESIDENTS		
Deposit		\$35.00	Deposit		\$100.00
Charge	gym	\$15.00/hr.	Charge	gym	\$35.00/hr.
	Café	\$10.00/hr.		café	\$30.00/hr.

(20% attending must be Hartford residents) (Deposit to be refunded if no damages)

D. Application for use of facilities must be made IN PERSON at the Village Hall AT LEAST TWO WEEKS BEFORE THE DATE NEEDED. Under certain circumstances, the Committee may waive the requirement. Contract for rental of facilities must be made by a responsible citizen or group of responsible citizens of the Village. (The term responsible citizens is intended to mean a person at least 21 years of age, a property owner, or an individual who demonstrates financial responsibility.)

E. Charges must be paid at the time the reservation is made. Refunds less a \$2.00 booking charge will be made for cancellations. However, if facilities are unavailable due to mechanical failure, Act of God, or other causes, a full refund will be given.

- F. The applicant(s) is/are responsible for any theft of, or damage to Village property and shall reimburse the Village for any repairs made necessary by theft or damages caused by their use.
- G. Hours during which the Recreational Building may be reserved are:
Monday through Friday -- 8:00 a.m. to 10:00 a.m. and 2:00 p.m. to 10:00 p.m.
Saturday and Sunday -- 8:00 a.m. to 10:00 p.m.
- H. People using facilities for profit will be charged 30% on gross and a list of names and addresses of participants will be required.
- I. The Village reserves the right to require that the applicant(s) furnish evidence of bond, Certificate of Insurance, or an advance deposit to guarantee the condition of this agreement and any liability incurred by reason thereof. The Village and its employees shall not be responsible for damage to or loss of property or injury to persons while on Village premises regardless of whether they are participants or spectators.
- J. No equipment shall be installed or alternations made to existing facilities without the expressed permission and approval of the Village officials. Only easily portable items, such as tables or chairs may be used or moved without such expressed approval.
- K. All decorations within the building must be fireproof and are subject to the approval of Village officials. Decorations may not be fastened to the walls or ceiling with nails, screws, scotch tape, or other fasteners that would damage the finish. Table decorations only.
- L. No bats or hard balls are allowed in the gymnasium.
- M. NO ALCOHOLIC BEVERAGES are permitted on Village property or within Village facilities. Users of the facilities must confine their group to the area designated and included in this contract. The applicant(s) must leave the building and fixtures as found. If not, labor will be deducted from deposits.
- N. All children must be supervised by an adult.
- O. There will be a \$5.00 per hour charge for the use of lights for gym.
- P. PERSONS SIGNING THIS CONTRACT MUST BE IN ATTENDANCE DURING THE ENTIRE ACTIVITY. THE ACTIVITY WILL NOT BE ALLOWED AND NO REFUND WILL BE GRANTED IF THE PARTY SIGNING THE RESERVATION FORM FAILS TO ATTEND. PROOF OF IDENTIFICATION WILL BE REQUIRED AT OPENING AND CLOSING OF USE OF GYM.

APPROVED:

SIGNATURE _____

ORGANIZATION _____

ADDRESS _____

CHAIRMAN, RECREATION

PHONE _____

DATE _____

Revised 05/19/10

VILLAGE OF HARTFORD

**GENERAL RULES & CONTRACT
FOR THE USE OF
7TH STREET PARK SHELTERS**

TYPE OF FACILITY APPLYING FOR (check those that apply)

_____ Large Pavilion (#1) _____ Bandstand Shelter (#2) _____ Small Shelter (#3)

Date or dates included in this application _____

Hours the facility will be needed (be specific) _____

Briefly describe your plans for use of premises _____

Approximate number expected to use premises _____

1. The Village has made available for use by residents or non-residents, the Shelters at 7th Street Park. RESIDENTS MAY NOT ACT AS AGENTS FOR INDIVIDUALS OR ORGANIZATIONS WHOSE MEMBERSHIP IS ENTIRELY OUTSIDE THE VILLAGE.
2. The Village of Hartford reserves the right to refuse the use of any of its facilities to any individual or organization.
3. Electricity is available at the Large Pavilion (#1) and Bandstand Shelter (#2). No electricity is available at the Small Shelter (#3).
4. To help offset expenses of electricity and personnel, the following charges will apply for all reservations **for non-residents only. There will be no charge for residents.**
Large Pavilion (#1) & Bandstand Shelter (#2):
4 Hour Rental: \$25.00 All Day Rental: \$50.00
Small Shelter (#3):
4 Hour Rental: \$10.00 All Day Rental: \$25.00
5. Application for use of facilities must be made IN PERSON at the Village Hall AT LEAST TWO WEEKS BEFORE THE DATE NEEDED. Under certain circumstances, the Committee may waive the requirement. Advance reservations will be limited to a 90-day period prior to the event. A contract for rental of facilities must be made by a responsible adult. (The term responsible adult is intended to mean a person at least 21 years of age, a property owner, or an individual who demonstrates financial responsibility.)
6. Applicable charges must be paid at the time the reservation is made. Refunds less a \$2.00 booking charge will be made for cancellations. However, if facilities are unavailable due to mechanical failure, Act of God, or other causes, a full refund will be given.

7. The applicant shall be responsible for any theft of, or damage to Village property and shall reimburse the Village for the amount as the case may be for such theft or damages.
8. Park hours are from 6:00 a.m. to 10:00 p.m.
9. No parking on south side of 7th Street.
10. The Village reserves the right to require that the applicant furnish evidence of bond, Certificate of Insurance, or an advance deposit to guarantee the condition of this agreement and any liability incurred by reason thereof. The Village and its employees shall not be responsible for damage to or loss of property or injury to persons while on Village premises regardless of whether they are participants or spectators.
11. No equipment shall be installed or alternations made to existing facilities without the expressed written consent and approval of the Village officials.
12. NO ALCOHOLIC BEVERAGES are permitted on Village property or within Village facilities. Users of the facilities must confine their group to the area designated and included in this contract. The applicant must leave the facility as found.
13. All children must be supervised by an adult.
14. PERSONS SIGNING THIS CONTRACT MUST BE IN ATTENDANCE DURING THE ENTIRE ACTIVITY. THE ACTIVITY WILL NOT BE ALLOWED AND NO REFUND WILL BE GRANTED IF THE PARTY SIGNING THE RESERVATION FORM FAILS TO ATTEND.

APPROVED:

SIGNATURE _____

ORGANIZATION _____

ADDRESS _____

CHAIRMAN,
PARK & RECREATION

PHONE _____

DATE _____