



Batavia Park District Special Use Permit

The special use permit application must accompany a park or facility rental agreement form and be submitted to the District's Facilities Supervisor for review. The special use permit application will be forwarded to the office of the Executive Director for review and pending approval. The application must be filed with the Executive Director not less than ten (10) days prior to the scheduled use. The review and pending approval shall be determined within seven (7) days after formal filing. No special use permit may be filed for consideration more than 108 days prior to scheduled use. Applications that are illegible or not fully completed will not be considered. In addition, any information on the application found not to be accurate or truthful will be automatically denied. If such a determination is found after said use, the Park District shall exercise the right to charge in full all applicable fees, process in full any security deposit and/or revoke any future privileges to use Park District parks, amenities and facilities.

Please indicate the Special Use Permits that you would like to be considered:

- | | |
|--|---|
| <input type="checkbox"/> Waiver of fees/deposit | <input type="checkbox"/> Assembly/protest/service gathering |
| <input type="checkbox"/> Fundraising event | <input type="checkbox"/> Display/exhibit on District property |
| <input type="checkbox"/> Serving alcoholic beverages | <input type="checkbox"/> Overnight parking |
| <input type="checkbox"/> Amplified sound/music | <input type="checkbox"/> Artificial lighting |
| <input type="checkbox"/> Use after posted hours of operation | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Parades or festivals | |

Organization/Group _____ **Rental Date** _____

Contact Person _____ **Time of Rental** _____ **to** _____

Address _____ **Facility/Park Requested for Rental** _____

City _____ **Event Type** _____

State/Zip _____ **Estimated # in attendance** _____

Phone _____ **E-Mail** _____

I shall indemnify and hold harmless the Batavia Park District from any and all claims, demands, actions, or suits arising out of or in connection with rental. I certify that the information I provided in this contract is correct to the best of my knowledge and I further understand that if any information is found to be false I may forfeit my fee and/or deposit. I, as the authorized renter, have read, understand and accept all of the information stated on this contract, in its entirety, and agree to abide by it.

Applicant
Signature _____ **Date** _____

Executive Director
Approval _____ **Date** _____