



## MANHATTAN PARK DISTRICT FIELD USE RENTAL APPLICATION/AGREEMENT

### APPLICANT/ORGANIZATION INFORMATION

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

Address of Organization \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ Contact Name \_\_\_\_\_

E-mail Address \_\_\_\_\_ Contact Cell # (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Description of event/sport/activity \_\_\_\_\_

\_\_\_\_\_ % of participants within the applicant's organization who are Manhattan Park District Residents.

Participant's Age Range \_\_\_\_\_ Number of teams expected \_\_\_\_\_

Anticipated Attendance: Players \_\_\_\_\_ Spectators \_\_\_\_\_

### FIELD USE INFORMATION / BASE RENTAL FEES

Setup and cleanup is included in field usage time.

All rental fees are due at the time of reservation including security deposit and field rental fees.

LOCATION	FIELD TYPE	QUANTITY
Central Park	Baseball Field (Fence Line - 300' and Baseline 60', 65', 70')	1
Central Park	Rugby Field	1
Baker-Koren Round Barn Farm	Baseball Field (Fence Line - 300' and Baseline 50', 65', 70', 80', 90')	1
MPD Athletic Complex	T-Ball Field #1	1
MPD Athletic Complex	T-Ball Field #2	1
MPD Athletic Complex	Soccer Field—PreK (Field #1)	1
MPD Athletic Complex	Soccer Field—PreK (Field #2)	1
MPD Athletic Complex	Soccer Field—U7	1
MPD Athletic Complex	Soccer Field—U8 (Field #1)	1
MPD Athletic Complex	Soccer Field—U8 (Field #2)	1
MPD Athletic Complex	Soccer Field—U10 (Field #1)	1
MPD Athletic Complex	Soccer Field—U10 (Field #2)	1
MPD Athletic Complex	Soccer Field—U14	1

### FEES

Resident 1 Hour	Non-Resident 1 Hour	Resident 2 Hours or More	Non-Resident 2 Hours or More	Field Prep	Lights
\$40/hr.	\$50/hr.	\$30/hr.	\$40/hr.	\$50/practice prep	\$60/per rental

Contact the Park District directly for tournament pricing.





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SECURITY DEPOSIT

A security deposit of \$200.00 will be secured with a credit card on file for all practices and games. A security deposit of \$500.00 will be secured with a credit card on file for tournaments. Deposits will not be charged as long as the rental area was left in a clean and orderly state. Additional fees will be added and paid for by renter if any damage occurs from the misuse of the facility and its property. Rental permit shall be revoked at any time due to misconduct of individuals, falsification of information, misuse of property, unlicensed consumption of alcohol, or failure to comply with Park District rules and regulations. Rental deposit will be forfeited to the Park District and future permits will not be issued to groups of individuals involved.

INDEMNIFICATION AND HOLD HARMLESS Lessee agrees to protect, indemnify, save, defend and hold harmless the Park District, its officers, officials, volunteers, employees, and agents (hereafter collectively referred to as "District") from and against any and all liabilities, claims for compensation, obligations, claims, damages, penalties, by any reason of accident, injury or death of persons or loss of or damage to property, arising indirectly or directly in connection with or under, as a result of this agreement, whether such themselves or any equipment thereon whether latent or patent, or from other causes whatsoever, except for claims, damages, penalties, causes of action, costs and expenses, arising solely by virtue of any negligent act or omissions of the District.

My signature acknowledges that I have read, understand and agree to follow the rules, terms and conditions of the Facility Rental Application and ordinances of the Village of Manhattan and the State of Illinois in the use of the Manhattan Park District facilities and that the security deposit will be forfeited if any of the rental terms and conditions are not complied with. Please submit your completed application here

Organization and Position/Title \_\_\_\_\_

Lessee: (Printed) \_\_\_\_\_

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

Park District Representative \_\_\_\_\_ Date: \_\_\_\_\_

OFFICE USE ONLY
[ ] GAMES X \_\_\_\_\_ @ \$ \_\_\_\_\_ each = \$ \_\_\_\_\_ CASH \_\_\_\_\_ CHECK # \_\_\_\_\_ CREDIT # \_\_\_\_\_
[ ] TOURNAMENTS X \_\_\_\_\_ @ \$ \_\_\_\_\_ each = \$ \_\_\_\_\_ ENTERED RECTRAC \_\_\_\_/\_\_\_\_/\_\_\_\_ BY \_\_\_\_\_
[ ] PRACTICE X \_\_\_\_\_ @ \$ \_\_\_\_\_ each = \$ \_\_\_\_\_ CERT. OF INSURANCE RECEIVED \_\_\_\_/\_\_\_\_/\_\_\_\_
[ ] LIGHTS X \_\_\_\_\_ @ \$ \_\_\_\_\_ each = \$ \_\_\_\_\_ # CERT. REQUIRED \_\_\_\_\_
[ ] FIELD DRAGS X \_\_\_\_\_ @ \$ \_\_\_\_\_ each = \$ \_\_\_\_\_ AGREEMENT APPROVED BY: \_\_\_\_\_
[ ] ADDITIONAL FEES— \_\_\_\_\_ = \$ \_\_\_\_\_ COMMENTS: \_\_\_\_\_
TOTAL DUE \$ \_\_\_\_\_
DEPOSIT PAID \$ \_\_\_\_\_



# Manhattan Park District

397 South State Street, Manhattan, Illinois 60442  
Phone: (815) 478-3324 Fax: (815) 478-3428

## Field Rental Deposit Credit/Debit Card Authorization Form

Card Number: \_\_\_\_\_

CVS Number(three digit on back of card): \_\_\_\_\_

Type of Card: Visa \_\_\_\_\_ Mastercard \_\_\_\_\_ American Express \_\_\_\_\_ Discover \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_

Cardholder Billing Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address (a confirmation will be sent): \_\_\_\_\_

I hereby authorize the Manhattan Park District to charge the above-listed credit card for the rental fees for my field rental at \_\_\_\_\_ (Facility Location) for the amount listed on the application which will be held on various dates as listed on the application. I also authorize the Manhattan Park District to charge the above-listed credit card for my security deposit of **\$200.00 (games/practices) or \$500.00 (tournaments) (please circle one)** for the above-mentioned rental, if I have not met the conditions/policies outlined in my facility rental application/contract. I understand that I will receive an email confirmation receipt at the time the charge is processed.

Cardholders Signature: \_\_\_\_\_

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

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For Office Use Only

Request Taken By: \_\_\_\_\_ Date: \_\_\_\_\_