

**VILLAGE OF PALOS PARK  
RECREATION DEPARTMENT**  
8901 West 123<sup>rd</sup> Street, (708) 671-3760

**Indoor Facility Rental Form**

(Must be obtained 14 days in advance of event)

Name of Individual/Organization: \_\_\_\_\_

Date or Dates Requested: \_\_\_\_\_

Scheduled Time of Event: \_\_\_\_\_ Purpose: \_\_\_\_\_

Anticipated Number: \_\_\_\_\_ Ratio/Supervision: \_\_\_\_\_

*Facilities Desired:*

Multipurpose Room \_\_\_\_\_ Gym \_\_\_\_\_ Kitchen \_\_\_\_\_ Classroom \_\_\_\_\_ West Office \_\_\_\_\_

Please draw diagram of set-up desired.

# of tables: \_\_\_\_\_

# of chairs: \_\_\_\_\_

Special Comments: \_\_\_\_\_

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**Hold Harmless Clause**

I/We, the undersigned, do hereby agree to hold harmless, defend and indemnify Village of Palos Park, its officials, employees and agents, in whole or part, with respect to any and all claims, and expense incurred for property damage, bodily injury, or wrongful death arising in connection with the use by such license of the facilities of said Village of Palos Park. The undersigned fully understands that this release not only covers bodily injuries, but also covers a full release of all doctor's and hospital bills.

If required by the Village of Palos Park, I/We shall obtain general/commercial liability insurance in a form and with a company acceptable to the Village. I/We agree to assume personal responsibility for proper use of the above named facilities.

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

Print Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Home #: \_\_\_\_\_ Work #: \_\_\_\_\_

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**Office Use Only**

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Fee Charged: \_\_\_\_\_ Check/Cash: \_\_\_\_\_

Deposit Amount Paid: \_\_\_\_\_ Check/Cash: \_\_\_\_\_

If required, general/commercial liability insurance: \_\_\_\_\_

Remarks: \_\_\_\_\_