



City of Wilmington
1165 S. Water Street ~ Wilmington, IL 60481
815-476-2175 ph ~ 815-476-2276 fax ~ www.wilmington-il.com

Park Facility Reservation Request

Park Facility to be Reserved:

- North Island Pavilion, South Island Pavilion, Ball Field, Claire's Corner Gazebo, Veteran Memorial Gazebo, Children's Memorial Park Pavilion

Group/Organization Name:

Address: Phone No.:

Name or Type of Event:

Type of Activity:

Date of Event: Starting Time: Approx. End Time:

Number of Persons Expected:

Entertainment: No Yes If yes, what type:

Will liquor be sold at the event? No Yes (If yes, a liquor license must be applied for.)

Name of Person in Charge of the Event:

Address: Phone No.:

- The City reserves the right to deny use of facilities to groups/organizations and individuals who fail to comply with the rules and regulations set forth.
It is understood that the Group/Organization/Person using the above designated facility will comply with all applicable State and local laws and all rules and regulations set forth by the City.

The following rental charges for the facility apply:

- Resident: \$25 per day / \$25 deposit Non-Resident: \$50 per day / \$50 deposit

I have read and understand the policies and requirements, rules and regulations and agree to comply with same. For and in consideration of the permission given to use the above described facility, I, the undersigned, indemnify, acquit, discharge and covenant to hold harmless City of Wilmington, its officers, employees, servants, and agents of and from any and all actions, causes of action, claims, demands for damages, costs, loss of services, expenses and compensation, on or account of, or in any way growing out of, any and all personal injury or property damage which may result to groups/organization members or individuals as a result of participation in the aforementioned activity at the above described facility.

Organizer's Signature: Date:

For Office Use Only

City Representative Signature: Date:

Application Approved Denied

Fee: Date Paid: Date Issued:

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### **Rules & Regulations for Park Property Use**

- Park Hours are dawn to dusk ó City Ordinance 132.25
- No consumption of alcoholic liquors ó City Ordinance 132.20
- Use of tobacco products prohibited where posted ó City Ordinance 95.100
- No glass bottles on park property ó City Ordinance 98.65
- Pets must be leashed at all times ó City Ordinance 90.129 & 90.139
- Must pick up and dispose of pet waste ó City Ordinance 90.140
- Do not drive or park on the grass
- No swimming, camping or boat launching on park property
- No fishing off the South Island Bridge
- Music should not be audible beyond the immediate vicinity nor should it disturb other picnic areas ó City Ordinance 97.01
- Do not affix or secure anything to trees or landscaping including tents, canopies, shade structures, signs, banners, piñatas, balloons, etc. ó City Ordinance 131.11
- Do not nail, pin, glue, staple or affix anything to the pavilions, tables, or any other structure that would leave a mark or hole
- Do not use glitter, rice, confetti, streamers, birdseed, or ösilly-stringö during your function
- Remove and dispose of ALL decorations and signs prior to your departure
- Decorative or repellent candles must be in heat-proof containers with stable bases
- Fireworks are strictly prohibited
- Build fires only in designated fire rings or grills
- Gathering firewood is prohibited
- Before leaving, you must extinguish all fires and collect all trash and debris depositing them in the proper trash receptacle or recycling bin
- Trash must be cleaned from area and tables and placed in trash cans
- Children **MUST** be supervised at all time
- No outside vendors will be allowed on park property for any event or any other use of the park without permission from the City of Wilmington
- If food is being sold as part of the planned activity, a copy of the permit from the Will County Health Department must be attached
- In an emergency call 911
- Police non-emergency: 815-476-2811
- The City of Wilmington reserves the right to close the parks during regular open hours when safety and/or weather conditions require it