



**City of Genoa - Citizens Park Pavilion  
Rental Policy and Procedures**

Sponsoring Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

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

Date Requested: \_\_\_\_\_ Time: \_\_\_\_\_ Group Size: \_\_\_\_\_

**AGREEMENT/RELEASE**

1. In consideration of the use of the Citizens Park Pavilion, the undersigned and/or sponsoring organization agrees to adhere to all policies, regulations and laws of the City of Genoa.
2. The undersigned further agrees the sponsoring organization or person(s) will not make any claims against, and releases and discharges the City of Genoa, its officers, or any City employees for any personal injuries, losses, demands or damages on account of injury, including death or damage to property arising out of the use of or activities engaged at Citizens Park and Pavilion pursuant to this Permit, whether caused or alleged to be caused in whole or part by the negligence of the City, or its employees; agents, servants or employees of the City, or by the condition of the premises.
3. The undersigned further agrees that the person(s) and the sponsoring organization will hold the City of Genoa, and their agents, servants or employees harmless from any and all claims or damages, and will defend at their expense and indemnify them for any claims or damages arising out of the use of the park or pavilion
4. It is further understood that certain uses or activities may require proof of liability insurance (that is a Certificate of Insurance), naming the City of Genoa as an additional insured. The applicant will be notified of the requirement for any such insurance at the time the application is made, and proof of such insurance will be required before a permit is issued. The amount of liability insurance will not be less than One Million Dollars (\$1,000,000.00) unless otherwise determined by the City.
5. **THE UNDERSIGNED HAS READ THE ABOVE AGREEMENT/RELEASE AND UNDERSTANDS THAT BY SIGNING BELOW THEY ARE VOLUNTARILY GIVING UP SUBSTANTIAL LEGAL RIGHTS AND REMEDIES.**

\_\_\_\_\_  
Signature - Authorized Representative of Above Listed Organization Date

**Fee Schedule:**

Max. Group Size 48 People	Half Day Half Day	9:00 A.M. - 2:00 P.M. 2:10 P.M. - Sunset	Full Day 9 A.M. - Sunset	Deposit
Resident		\$25.00	\$50.00	\$50.00
Non-resident		\$50.00	\$100.00	\$100.00

**The permit is subject to the use of the Pavilion facility only.**

The permits are issued only on a first-come first-served basis and when paid in full.  
Please make payment to: City of Genoa, 333 East First Street, Genoa, Illinois 60135.

Available - 4 picnic tables that seat 32 people w/ 2 wheelchair table access slots.  
Available – 2 trash receptacles  
Not available - water faucets on premises.

Questions should be directed to City Hall at (815) 784-2327.

Official Use Only:

Approved Date: \_\_\_\_\_ Payment Received By: \_\_\_\_\_

Revised Date: 07/26/10

## City of Genoa - Citizens Park Pavilion Rules and Regulations

### Rules & Regulations Governing Use of the Pavilion and Grounds

1. Additional seating/tables shall be provided by the Sponsoring Organization.
2. Removing picnic tables from other areas of the park is prohibited.
3. All picnic tables shall be placed back to the original position if moved.
4. The Sponsoring Organization shall keep the pavilion in a clean and orderly fashion.
5. The Sponsoring Organization group shall vacate the premise as indicated per approved permit with no exceptions.
6. No equipment shall be removed from the premises.
7. Vehicles are prohibited from driving on any grass/turf areas for loading and unloading.
8. All vehicles shall park along Madison Street.
9. The permit group shall agree to have at least one adult for every ten minors.
10. The permit group shall accept full responsibility for the conduct of those in the group using the facility.
11. The sale of alcoholic beverages or drugs of any kind is prohibited.
12. No weapons of any kind are permitted on the premises.
13. Pets must be leashed and pet waste removed by owner.
14. No decorations shall be displayed or installed which shall damage or deface the pavilion or grounds.
15. Destruction, damage, removal of any vegetation or defacement of public property is prohibited.
16. Motorized vehicles shall not be driven upon any parkland except on designated roads.
17. A copy of this permit must be in possession of the applicant at all times during park use.
18. No artificially enhanced or amplified sound systems are permitted without prior approval.
19. No vending or sales of any kind are permitted without prior approval.
20. No glassware of any kind is permitted.
21. All park rules, regulations and ordinances of the City of Genoa shall apply.
22. Any camping or sleeping overnight in City parks is prohibited.
23. All large items (bounce house, dunk tank, climbing wall etc.) are prohibited without written permission from the City of Genoa. Note: slip & slides are prohibited.

We certify that we have read and will abide by the rules and regulations which appear above and shall be personally responsible for any damage to park pavilion, grounds or equipment of said premises by our organization.

Sponsoring Organization: \_\_\_\_\_ Date: \_\_\_\_\_

Revised Date: 2015