

# RENTAL PERMIT FOR PAVILLION/PARK

Village of Shorewood Parks and Recreation  
One Towne Center Blvd., Shorewood, IL 60404  
(815) 725-2150 (815) 741-7709 Fax



I hereby make application for use of Village of Shorewood Parks and Recreation property subject to the facility regulations:

Applicant \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Purpose: Picnic \_\_\_\_\_ Meeting \_\_\_\_\_ Wedding \_\_\_\_\_ Other \_\_\_\_\_

If other please specify \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_

**Rental Date Requested** \_\_\_\_\_ **Hours Requested:** \_\_\_\_\_

**Park being reserved:**  
Shorewood Park \_\_\_\_\_ Westshore Park (20-30 Cap) \_\_\_\_\_

Four Seasons Park Pavilion #1 \_\_\_\_\_ Pavilion #2 \_\_\_\_\_ Other (Please Specify) \_\_\_\_\_  
(pavilion #1 is by pond, pavilion #2 is by ball diamonds)

**REFUND POLICY:** In the instances when a scheduled event must be cancelled, refund requests must be made in writing at the Village of Shorewood Park and Recreation Offices at least 5 calendar days prior to requested rental date. After the 5 day threshold, no refunds will be issued. All refunds will be assessed a \$10.00 administrative fee. NO REFUND WILL BE GIVEN FOR INCLEMENT WEATHER.

**NOTICE:** We ask that each rental party take responsibility for cleaning up the area after their rental. This application, if approved, will serve as your permit for the use of the property described above and must be on the person responsible at the site at all times.

I, the undersigned, have read the terms and conditions governing the use of Village of Shorewood Parks and Recreation property and agree to accept responsibility for the accuracy of the information I have entered upon this application. I realize that violations of the park rules and/or mis-information on this application may result in not being issued permits in the future and the members of the group and/or myself may be subjected to a fine.

Applicants Signature \_\_\_\_\_

Do not write below this line – Office use only

Rental Fee Paid: Resident  Non-Resident  Total Fee : \_\_\_\_\_

(if patron writing check be sure to log check #)

Approved by: \_\_\_\_\_