



# Village of Mahomet

## Parks & Recreation

503 E. Main Street - P.O. Box 259 - Mahomet, IL 61853-0259  
Village Administration (217) 586-4456 Fax (217) 586-5696  
Park & Recreation Office (217) 586-6025

### Barber Park Pavilion Facility Rental

1. The Facility Usage Request Form and Rental Agreement shall be completed and submitted along with all fees, including a damage deposit of \$75 at the time of registration and within 48 hours of use. **Make all checks payable to the Village of Mahomet.** Please submit a separate check or cash in the amount of \$75 for the damage deposit. This will insure a quicker return, if applicable. NOTE: Writing 1 check to cover rental fees and damage deposit, may delay refund 30 days or longer.
2. The Village of Mahomet reserves the right:
  - a.) To approve or deny any request submitted for Barber Park Pavilion rental (approval will not be unreasonably denied);
  - b.) To cancel the scheduled activity due to an "emergency" Village function; and
  - c.) To revoke any request previously granted, at any time it is determined that the request contained any misrepresentation or false statement, or that any condition set forth in the policies governing the request is not being complied with, or that the safety of the participant in the activities of the applicant or their patrons or visitors to the facility is endangered by the continuation of such activity.
3. The Village of Mahomet will not be liable for any facility claims for injury or damages resulting from or arising out of the use of the facility or premise adjacent thereto. The renter agrees to indemnify the Village of Mahomet and hold it harmless against any and all such claims, damages, losses and expenses. If requested by the Village of Mahomet, the renter shall carry insurance against such claims and furnish a certificate of insurance evidencing the same.
4. Resident renters shall reserve the facility no more than six (6) months in advance, non-resident renters shall reserve the facility no more than four (4) months in advance. Exceptions may be made for special circumstances with the approval of the Village, but no more than 1-year in advance (i.e. family reunions, wedding anniversaries, wedding receptions).
5. Renter must be at least 21 years of age and responsible to see that all activities are properly controlled and supervised. Adequate adult chaperons must be provided if group members are under eighteen years of age. One chaperone for every ten participants under 18 years of age must be provided.
6. Notice of cancellation must be given to the Village of Mahomet at least seven (7) business days prior to the scheduled date of activity (a 80% refund plus the deposit will be issued). Failure to comply will result in forfeiture of any payments made.
7. Facilities will be opened fifteen (15) minutes prior to the hour designated on the facility usage request form. Rental fees will include this time.

8. Renter is required to present his/her copy of the facility usage form to the Village employee opening the pavilion at the time of arrival.
9. The Village Employee will wait 1/2 hour, but no longer, for late arrivals.
10. The Village of Mahomet will provide no equipment other than the picnic tables located at the pavilion. Renters are responsible for their own set-up. If tables are moved, renters are responsible for returning them back to their original locations.
11. No admission fees may be charged or concessions sold on premise (unless stated in the agreement approved by the Village of Mahomet). Such action will result in immediate ejection from the premises.
12. Renter may not use the facility as a mailing address.
13. There are no provisions for the renter to store items in the facility.  
EXCEPTION: Mahomet Lions Club.
14. Pets are prohibited in the kitchen at the facility (exception: Seeing Eye dogs or other approved service animal).
15. Food and non-alcoholic beverages only are allowed on premise. No alcohol is permitted.
16. Renter is responsible for leaving the facility in the same condition it was found. Renter is required to place trash in the containers provided. The Village will determine the cleanliness of the facility at the completion of the rental. Failure to comply will result in loss of deposit. The deposit will be utilized for such damages (this includes the facility left dirty, damage to any equipment or to facility itself). If damages exceed the amount of the deposit, the renter will be billed accordingly.
17. Use of the pavilion is allowed at times when it has not been scheduled for official Village business. Reservations and usage are scheduled on a first come, first serve basis regardless of resident/non-resident, profit/non-profit status.

**BARBER PARK PAVILION**  
**FACILITY RENTAL FEE SCHEDULE**

Rentals for the day + \$75 damage deposit April 1 – November 1. Other governmental units or organizations with a 501 (C) 3 status will not be charged rental fees. A \$75 refundable damage deposit does apply. (Please see Resolutions No. 03-09-09 and 03-12-05 for fees and rental agreement applicable to the Mahomet Lions Club.)

**RESIDENT**

**NON-RESIDENT**

**GOVERNMENTAL  
UNITS/501 (C) 3  
ORGANIZATION**

\$100 per day

\$200 per day

No charge but  
damage deposit  
required

Additional kitchen rental Fee: \$50

**Approved:** \_\_\_\_\_

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



# Village of Mahomet

503 E. Main Street - P.O. Box 259 - Mahomet, IL 61853-0259  
 phone (217)586-4456 fax (217) 586-5696  
 Parks & Recreation Phone 586-6025

## BARBER PARK PAVILION FACILITY REQUEST FORM AND RENTAL AGREEMENT

<b>PLEASE CHECK ONE</b>	
<b>RENTAL AGREEMENT FOR: BARBER PARK PAVILION</b>	
<input type="checkbox"/> KITCHEN <input type="checkbox"/> COVERED PICNIC AREA ONLY <input type="checkbox"/> KITCHEN & COVERED PICNIC AREA	
<b>NAME</b>	
<b>ORGANIZATION</b>	
<b>ADDRESS</b>	
<b>CITY/ STATE/ ZIP</b>	
<b>DAY PHONE</b>	<b>EVENING PHONE</b>

PROGRAM DESCRIPTION:
TIME OF EVENT: _____

SPECIAL ARRANGEMENTS:
-----------------------

\$ \_\_\_\_\_  
 Fee

\$ \_\_\_\_\_  
 Damage Deposit

<p>The undersigned agreed to use the Barber Park Pavilion with care. Any damage or loss during the specified rental time and attributed to the above group is the financial responsibility of the undersigned. Damage deposits are returned based on post-rental inspection co-signed by renter and building opener. Payment must be received at the time of rental registration and at least 48 hours prior to use. No refunds for cancellations within two business days of rental date. The undersigned and the above named organization agree to accept and comply with all of the terms, conditions, and requirements set forth on the back of this rental agreement form.</p>	
_____ Renter's signature	_____ Date

<b>STAFF USE ONLY</b>	
_____ Parks and Recreation Director	Building Opener _____
_____ Village Administrator	Ledger Acct. No. _____
_____	_____
Prepared by	Date

## **CONDITIONS OF RENTAL AGREEMENT**

1. The Village may require a cash deposit or an indemnifying bond, with acceptable sureties in the amount determined by the Village to cover any loss, damage, expense, or litigation sustained because of the permit holder's activity. Generally, this requirement would be in effect for activities with intense use.
2. The Village may revoke any permit previously granted, at any time, if it is determined that the application for permit contained any misrepresentation or false statement, or that any condition set forth in the policies governing the permit requested is not being complied with, or that the safety of the participants in the activities of the applicant or other patron of or visitors to the facility is endangered by the continuation of such activity.
3. The Village will not be liable for any claims for injury or damages resulting from or arising out of the use of the facility or premises adjacent thereto and the renter agrees to indemnify the Village and hold it harmless against any and all such claims, damages, losses and expenses. If requested by the Village the renter shall carry insurance against such claims and furnish the Village with a certificate of insurance evidencing same.
4. Neither drugs nor alcoholic beverages are allowed at the pavilion, associated parking lot, or within Barber Park.
5. Smoking is not allowed inside the pavilion kitchen or storage area.
6. Requests for special equipment or assistance must be reviewed with the Village at time of use request. The cost of any special assistance or equipment will be charged to the user and paid in advance.
7. The pavilion will be opened at the time specified in the application and groups will vacate the kitchen area of the pavilion if applicable at the time designated on the application.
8. Groups are responsible to see that all activities are properly controlled and supervised. Adequate adult chaperones must be provided if group members are under 18 years of age.
9. Due to space limitations, there are no provisions to store items at the pavilion.
10. Permit holder agrees to properly dispose of all trash that results from the activities.