



# City of Crystal Lake Three Oaks Recreation Area *Group Use Application*

The following applicant hereby applies for a group use of the Three Oaks Recreation Area. Please print the information below. Applications must be submitted at least 5 business days prior to the proposed use.

## **Applicant Information**

Name of Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
(Street) (City) (Zip)  
Contact Person: \_\_\_\_\_  
Telephone (Day): \_\_\_\_\_ Telephone (Evenings): \_\_\_\_\_  
e-mail: \_\_\_\_\_

### **Type of Applicant:**

- |                                      |                                      |
|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> Educational | <input type="checkbox"/> Social      |
| <input type="checkbox"/> Athletic    | <input type="checkbox"/> Political   |
| <input type="checkbox"/> Religious   | <input type="checkbox"/> Commercial  |
|                                      | <input type="checkbox"/> Other _____ |

Do any members of your group have special needs and/or need special accommodations? \_\_\_\_ Yes \_\_\_\_ No  
If yes, please specify: \_\_\_\_\_

## **Use Information**

<b><i>Date of Use:</i></b> _____, 20____	<b><i>Time of Use:</i></b> Arrival: _____ a.m. / p.m. to Departure: _____ a.m / p.m
<b><i>Number of Persons Expected to Attend:</i></b> <b>Adults:</b> _____ <b>Children:</b> _____ <b>Approximate Ages:</b> _____	<b><i>Facility Requested:</i></b> <input type="checkbox"/> Beach <input type="checkbox"/> Marina <input type="checkbox"/> Pavilion (pavilion use is dependent on availability)

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

- If my group utilizes a facility that requires a fee (beach and/or marina), I understand that we will be invoiced and billed for our visit to the Three Oaks Recreation Area. My group/organization will check in with the beach supervisor upon arrival and the supervisor will take a group tally for billing purposes.

## **Billing Information**

- |  |
|--|
| <input type="checkbox"/> I choose to pay for our group on the day of our visit at Three Oaks Recreation Area<br><input type="checkbox"/> I choose to pay for our group in advance at City Hall |
|--|

- By signing page 1 of this agreement, this signatory agrees that he/she has received, read and understood the terms on page 2 of this application.

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Office Use Only

Date Application Received: \_\_\_\_\_

Staff Initials: \_\_\_\_\_

Date Application Approved: \_\_\_\_\_

Staff Initials: \_\_\_\_\_

**Terms for Group Use**

- The organization shall show proof of insurance and name the City as additional insured, per the City's insurance requirements and sign an appropriate hold harmless/indemnification document. The individual signing the permit form and/or authorizing payment will be held responsible for relaying City rules and procedures to all group members.
- The organization or group must comply with the requirements outlined in "Three Oaks Recreation Area Group Use Fact Sheet", dated revision 10/31/2017.
- Each attendee of the group must complete the "Group Use Participant Form" prior to visiting.

**Indemnity/Hold Harmless For Group Use of Three Oaks Recreation Area**

To the fullest extent permitted by law, the undersigned hereby agrees to defend, indemnify and hold harmless the City of Crystal Lake its elected and appointed officials, agents and employees, against all injuries, deaths, loss, damages, claims, suits, liabilities, judgments, cost and expenses (including attorneys fees), which may in anywise accrue against the City of Crystal Lake, its elected and appointed officials, agents, and employees, arising in whole or part or in consequence of the use of the Three Oaks Recreation Area by the undersigned, its employees, agents, subcontractors, or which may in anywise result therefore, except that arising out of the sole legal cause of the City of Crystal Lake, its agents or employees. The user shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connections therewith, and, if any judgment shall be rendered against the City of Crystal Lake, its elected and appointed officials, agents and employees, in any such action, the User shall, at its own expense, satisfy and discharge the same.

Agreed this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_\_

\_\_\_\_\_  
(Organization)

\_\_\_\_\_  
(Signature of User's Authorized Representative)

\_\_\_\_\_  
(Please Print Name)