



FOX VALLEY PARK DISTRICT

Household #: \_\_\_\_\_

# Phillips Park After-Hours Rental Request (Friday, Saturday, and Sunday)

## EVENT INFORMATION

Requested Date \_\_\_\_\_

Time  6:30-8:30 p.m.  6:30-9:30 p.m.

## CONTACT INFORMATION

Contact Name\* \_\_\_\_\_ *\*Contact must be present during rental.*

Organization Name \_\_\_\_\_

Contact Address \_\_\_\_\_ City \_\_\_\_\_ ZIP \_\_\_\_\_

Contact Phone Number \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Alternate Contact Name \_\_\_\_\_ Phone \_\_\_\_\_ Cell \_\_\_\_\_

## EVENT DETAILS

Package Selected (see back for details):  Atlantic Adventure  Pacific Plunge

Type of Event \_\_\_\_\_  Check here if this is for a non-profit group†

Purpose of Event \_\_\_\_\_

Expected number of guests Adults # \_\_\_\_\_ Children # \_\_\_\_\_ Total # \_\_\_\_\_

† Non-profit includes schools, government, service agencies, 501(c)3 and not-for-profit groups. Please check with staff to see if your group qualifies.

## FOOD ARRANGEMENTS

Large coolers are permitted. The cooler(s) will be checked upon entering the park for glass and alcohol. State law requires that all food and beverages stay in the concessions / picnic area. Caterer(s) must provide a Certificate of Insurance and a Health Department License.

### After-hours Rentals • Friday to Sunday: 6:30-8:30 p.m. or 6:30-9:30 p.m.

Package (2 hour rental, up to 300 guests)	Regular Rates		Non-Profit		Additional Guests	
	2-hour	3-hour	2-hour	3-hour		
<input type="checkbox"/> <b>Atlantic Adventure:</b> Includes exclusive use of the park and amenities except for the two drop slides	\$600	\$850	\$550	\$780	Number of Add'l Guests: # _____ x \$4 = \$ _____	
<input type="checkbox"/> <b>Pacific Plunge:</b> Includes exclusive use of the park and amenities PLUS the two drop slides	\$750	\$1,000	\$675	\$957		
<b>If needed and/or requested, please supply:</b> <input type="checkbox"/> <b>501(c)3 Form</b> (non-profit only) <input type="checkbox"/> <b>Certificate of Insurance</b> (organizations only) <input type="checkbox"/> <b>Health Permit</b> (for vendors preparing food onsite)					<b>Subtotal</b>	
					<b>\$150 Refunable Deposit</b>	<b>\$150</b>
					<b>Total Due</b>	

# FOX VALLEY PARK DISTRICT

## Phillips Park After-Hours Rental Request

### SECURE YOUR RENTAL

To secure your reservation, please submit this packet by mail or email, a \$150 refundable deposit due within 24hrs. of booking to:

FOX VALLEY PARK DISTRICT, VAUGHAN ATHLETIC CENTER  
2121 W. INDIAN TRAIL, AURORA, IL 60506  
Attn: Lynn Fichtel

630-907-9600

vacreservations@fvpd.net

### Remaining balance is due 14 days before your event.

Checks should be made out to the *Fox Valley Park District* and mailed to the Vaughan Athletic Center, 2121 W. Indian Trail, Aurora IL 60506.

To pay by credit card, please call 630-907-9600. Payment cannot be made directly at the outdoor aquatic center. A receipt will be emailed once the rental has been processed. In order to properly protect all our guests, we ask that you read the enclosed rules and make these rules known to all group members before entering the park.

Contact's Signature \_\_\_\_\_ Date \_\_\_\_\_

Staff Signature \_\_\_\_\_ Date \_\_\_\_\_

### THIS AGREEMENT MUST BE SIGNED AND SUBMITTED TO SECURE RENTAL - ADDITIONAL SIGNATURE BELOW

### ARRIVAL / DEPARTURE

- Your event time includes set up and clean up time. Access to pool is at 6:30 p.m. Please plan accordingly.
- Upon arrival the renter should check in at the event table to receive waivers for the group to sign. Guests may bring the invitation/waiver signed as well.
- At the conclusion of the event, please be sure that the reserved area is cleaned up, garbage is placed in the garbage cans and that the area is vacated by guests.

### FOOD

- Food served by a vendor onsite requires a Certificate of Insurance and Health Permit.
- Fox Valley Park District now allows customers to bring their own food and beverages into our outdoor aquatic facilities.
  - Bring your own food and beverages within the restrictions listed below.
  - Order your favorite food and have it delivered right outside of the aquatic center, at our designated delivery zone.
- Food restrictions include:
  - No alcoholic beverages
  - No glass containers or bottles
  - No grilling on the premises
  - Only sealed beverages are allowed into the park (No fountain beverages allowed)
  - You may bring empty bottles to fill at our water station
  - Food and beverages are allowed in designated concessions and grassy areas only
  - All coolers and bags will be inspected upon entry

### DEPOSIT & PAYMENT

- A \$150 refundable deposit is required to secure the rental.
- The balance due will be placed on the organizers account and is due via credit card 14 full days prior to the event.
- Failure to pay the balance in advance will result in rental cancellation.
- **Payment cannot be made directly to Phillips Park Family Aquatics Center.** Call (630) 907-9600 to make your payment over the phone or visit Vaughan Athletic Center, 2121 W. Indian Trail, Aurora.

### CANCELLATIONS & REFUNDS

- Refunds will be issued only if canceled 21 days in advance of party.
  - 11-20 days in advance deposit is nonrefundable
  - 10 days or less in advance full rental amount is due
- If the Aquatic Center cancels your rental before it begins for any reason such as inclement weather, maintenance issues or unsafe conditions, you will receive a full refund or reschedule to an available date.
- The Park District may cancel pool parties due to cool temperatures or inclement weather. If weather is questionable a staff member will contact the rental organizer at least one hour prior to the party, so he/she can decide whether to cancel and receive a full refund or try to reschedule for another date. Renter may receive a partial refund less any cost incurred if during the party inclement weather causing the facility to close early, otherwise no refunds will be issued.
- The contact number for the day of your party for Phillips Park is 630-851-8686. Ask for the Aquatics Manager on Duty.
- **Safety Reminders:** For the safety and enjoyment of our guests, we ask that you read the rules and guidelines on the back of this form and make these rules known to all group members before entering the park.

# FOX VALLEY PARK DISTRICT

## Phillips Park After-Hours Rental Request

### POOL RULES

- Parents and guardians are responsible for supervising children. Lifeguards are on-duty to enforce rules and respond to emergencies.
- Children under 12 years must be accompanied and supervised by someone 16 years or older in order to be admitted.
- Children age 12 to 15 may use the facility unsupervised. (Camps excluded. See group rental terms and conditions)
- All guests entering the park must pay admission. This applies to guests that will be supervising swimmers without entering the water.
- Guests under 48 inches tall must wear a life jacket or be within arm's reach of a parent or guardian at all times.
- Limited number of life jackets are available on-site
- All life jackets must be U.S. Coast Guard approved. All other flotation devices are prohibited.
- Guests must be 48 inches or taller to use the water slides.
- Running on the pool deck is prohibited.
- Diving is prohibited in the shallow area, but allowed in designated areas.
- Flips, twists and backward entry into the pool is forbidden.
- Shoving, pushing, dunking, hitting and breath holding contests are not allowed.
- Children not yet toilet-trained must wear a swim diaper covered by tight fitting pants or a swim suit.
- Do not sit on, cover or attempt to disrupt the flow of water from geysers and fountains.
- Lap lanes are primarily for adult patrons.
- Do not hang on or swim over the lap lanes or diving ropes.
- Swimming is forbidden without a lifeguard present.
- All instructions and commands given by lifeguards must be obeyed.
- Do not distract the lifeguards while supervising the pool. Unless it is a pool or water-related emergency, direct all questions or issues to staff at the admission building.
- Guests are encouraged to make any special accommodations needed known to staff.

### FACILITY RULES

- Cell phone use is strictly prohibited in the locker rooms.
- Food and beverages can only be consumed in designated areas.
- Glass containers are not allowed. No diving masks are allowed.
- The use of tobacco, alcohol or illicit substances is forbidden within the park and surrounding area.
- Firearms and other weapons are not allowed in the park, or any Fox Valley Park District facility.
- Please refrain from the use of profanity or offensive language.
- Swimming with a communicable disease or diarrhea symptoms is a violation of state law. If you or your child is suffering from, or recently suffered from, a communicable disease, please refrain from using the pool for at least five days.
- This facility follows U.S. Center for Disease Control guidelines for fecal incidents. This may require clearing/closing of the pool for disinfection.
- Please shower before entering the pool, and wash hands and shower after using the restroom.
- Please use designated changing room and restroom areas for diaper changing.
- Management reserves the right to close the facility due to unsafe weather and/or health conditions.
- Admission into the park may be refused to persons with potentially hazardous medical conditions.
- Please secure all belongings. Fox Valley Park District is not responsible for loss or theft of any personal items.
- Management may implement and enforce rules that are more stringent or that supplements those listed to ensure the safety of guests.
- Failure to abide by these guidelines may result in disciplinary action and/or ejection from the facility.
- Vigilance Awareness Training is conducted at this facility. Testing provides aquatic staff with emergency and rescue training.

### WEATHER

Fox Valley Park District is not responsible for monitoring nor reporting approaching weather systems to its Renters, nor to participants and spectators at events held on District property. All risk of injury or death from weather-related conditions that may arise is expressly assumed by Renters, participants and spectators.

I UNDERSTAND AND HAVE READ THE ABOVE RENTAL GUIDELINES, AS WELL AS THE AQUATIC SAFETY GUIDELINES ENCLOSED AND UNDERSTAND THAT IF ANYONE IN MY ORGANIZATION/GROUP IS UNABLE TO ABIDE BY THESE REGULATIONS, THEY MAY BE ASKED TO LEAVE THE PREMISES. CONTINUED DISREGARD FOR THE RULES MAY RESULT IN THE FORFEITURE OF THE REST OF THE DAY AND THE BANNING OF MY ORGANIZATION FROM RETURNING TO THE AQUATIC CENTERS.

### ACKNOWLEDGEMENT OF RENTAL GUIDELINES AGREEMENT

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Print Name of Responsible Party

Date

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Signature of Responsible Party

# Phillips Park After-Hours Rental Request

## What is included in the after-hours rental?

A private rental at Phillips Park for 300 guests. Access to the zero-depth pool two winding body flume slides, one twisting enclosed body flume slide, kids water play area, 2 sand volleyball courts (you need to supply the volleyball) and sand play area. The optional package includes two drop slides into the plunge pool. Fully staffed with lifeguards.

## After-hours rental days/times:

Friday, Saturday, and Sunday from 6:30-8:30 p.m. or 6:30-9:30 p.m. This timeframe includes setup and clean up time.

## Can I add additional guests?

Additional guests can be added for \$4 per person.

## How do I book an after-hours rental?

Visit [foxvalleyparkdistrict.org/facilities/Outdoor Aquatics/select location](http://foxvalleyparkdistrict.org/facilities/Outdoor_Aquatics/select_location). Complete the contract and email to [vacreservations@fvpd.net](mailto:vacreservations@fvpd.net) or visit the Vaughan Athletic Center.

## Is a deposit required?

A \$150 refundable deposit due at the time of booking. Your deposit will be refunded back the way you paid after your rental provided there is no damage, contract breaches, extra hourly charges and all conditions of the rental agreement are met. Please allow up to 14 days for refunds to be issued.

## How do I make a payment?

You will be contacted once your rental is confirmed, payment can be made over the phone. The balance is due 14 days prior to your rental. You will receive an email, please call 630-907-9600 to make a payment or log in to your online account. Failure to pay can result in a cancellation.

## When can I arrive for check-in?

You can arrive 15 minutes prior to the start of the party to begin the check-in process. The Special Events table at the entrance will have waivers to be signed by everyone entering the park. All bags and coolers will be checked before entering the water park.

## Can I bring food and soft drinks?

Yes, per FVPD guidelines sealed soft drinks and food are allowed. NO glass, alcohol or open beverages allowed. Food delivery designated area just outside of park. Coolers are allowed. Grilling is prohibited. \*All coolers and bags will be checked upon entering.

## Can I decorate?

Decorations are allowed, we do not allow anything to be placed on the fence or hung from the Funbrella. NO pinatas are allowed.

## Are life jackets available?

A limited number of life jackets are available, if you would like to bring your own, they must be labeled Coast Guard approved.

## Weather

The Park District may cancel pool parties due to cool temperatures or inclement weather. If the weather is questionable, a staff member will contact the party host one hour prior to the party, so he/she can decide whether to cancel or receive a full refund or reschedule. NO refunds will be issued if the party experiences inclement weather after the first hour of the visit.

**YOU ARE INVITED**



**LET'S PARTY!**

BRING THIS COMPLETED WAIVER TO THE PARTY AT PHILLIPS PARK FAMILY AQUATIC CENTER IN ORDER TO PARTICIPATE IN AQUATICS ACTIVITIES.  
WAIVERS ARE AVAILABLE TO SIGN AT THE AQUATIC CENTER.

## Phillips Park Family Aquatic Center

828 MONTGOMERY RD, AURORA 60505

Party for \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_ a.m./p.m.

Call \_\_\_\_\_ RSVP by \_\_\_\_\_

Please read this form carefully and be aware that in signing up and participating in this activity, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain as a result of participating in any and all activities connected with and associated with this activity. I recognize and acknowledge that there are certain risks of physical injury to participants in this activity, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that my minor child/ward or I may sustain as a result of said participation. I further agree to waive and relinquish all claims I or my minor child/ward may have (or accrue to me or my child/ward) as a result of participating in this activity against the District/including its officials, agents, program instructors, volunteers and employees. I hereby authorize and give my consent to the District to photograph/video my child (or me), and without limitation, to use such photographs/video in connection with promoting and/or advertising the services, programs, and facilities of the District, without consideration of any kind. I have read and fully understand the above important information, warning of risk, assumption of risk, waiver and release of all claims, and photo/video authorization.

I HAVE READ AND FULLY UNDERSTAND THE ABOVE INFORMATION, WARNING OF RISK, ASSUMPTION OF RISK, WAIVER AND RELEASE OF ALL CLAIMS, AND PHOTO/VIDEO AUTHORIZATION.

Participant Name \_\_\_\_\_

Participant Name \_\_\_\_\_

Participant Name \_\_\_\_\_

Participant Name \_\_\_\_\_

Participant Name \_\_\_\_\_

Parent/Guardian \_\_\_\_\_ Contact Number \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_