

Contract Information

Contract Number: 5159 v1
Contract Name: Village of Homewood - Sports Complex - Indoor Markets December 2026 - April 2027
Contract Client: Marla Youngblood
Contract Phone Number: (708) 206-2906
Email Client: myoungblood@homewoodil.gov

Client Address:
 2020 Chestnut Road
 Homewood, IL
 60430

Facilities

Number of reservations: 5

Facility	Date	Price
Sports Complex Gymnasium Full	Saturday, December 5, 2026 6:00 AM - 3:00 PM	\$200.00
Sports Complex Gymnasium Full	Saturday, January 30, 2027 6:00 AM - 3:00 PM	\$200.00
Sports Complex Gymnasium Full	Saturday, February 27, 2027 6:00 AM - 3:00 PM	\$200.00
Sports Complex Gymnasium Full	Saturday, March 27, 2027 6:00 AM - 3:00 PM	\$200.00
Sports Complex Gymnasium Full	Saturday, April 24, 2027 6:00 AM - 3:00 PM	\$200.00

Extras

Number of extras: 1

Name	Quantity	Price	Total
Security Deposit - Sports Complex	1	\$100.00	\$100.00

Custom Fees

Number of fees: 0

None.

Notes

None.

Rate Information

Facilities	\$1,000.00
Extras	\$100.00
Custom fees	\$0.00

Subtotal	\$1,100.00
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Flossmoor Tax	\$0.00
Homewood Tax	\$0.00

Total	\$1,100.00
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This is not an invoice. It will be sent to you shortly.

Terms

H-F Sports Complex

All functions conducted at Park District Facilities must be in accordance with District standards and, therefore, not be in violation of any district regulations as set forth in the Ordinance providing for the issuance of permits for use of park facilities.

Recreation buildings may be made available for use by groups or individuals provided that time/date(s) are available and that the following regulations and procedures are followed:

I. Reservation Procedures and Schedule:

- a. Park District programs will have priority in the scheduling of all facilities.
- b. All facility reservations must be made at least two weeks in advance of the requested date.
- c. Reservations for facilities are made based on **singular calendar month intervals**.
- d. The reserved rental time must include all set-up and cleanup activities. Renters must adhere strictly to their contracted times, as early entry will not be permitted due to facility scheduling. Any request for additional time must be discussed and approved in advance by the Recreation Supervisor.

II. Payments:

- a. Payment in full, including the total rental fee and a \$100 security/damage deposit, is required within forty-eight (48) hours of submitting a single-date rental request. Reservations will not be held or confirmed without full payment.
 - An installment billing option is available for renters reserving multiple dates within a single calendar month. The installment payment schedule must be completed within the same singular calendar month period in which it begins.
 - i. Failure to make any of the scheduled payments will result in the immediate cancellation of all remaining reserved dates without exception.
- b. The security/damage deposit will be returned within fourteen (14) business days after the rental if all policies are followed and no damage is found.
- c. A request for resident rates will require proof of residency.
- d. A request for non-profit rates will require documentation that must be submitted to the Recreation Supervisor.
- e. The rental applicant (the individual or organization representative who signed the rental agreement) is required to be physically present and on-site for the entire duration of the rental(s).
 - The applicant is responsible for ensuring that all participants, coaches, and spectators comply with park district policies, facility rules, and supervision requirements.
 - i. Failure to have the applicant on-site for the full rental period may result in immediate cancellation of gym use, loss of future rental privileges, and/or forfeiture of rental fees. No exceptions.

III. **Cancellations:**

- a. Cancellation/date change of a rental request must be made at least two (2) weeks in advance of event date to receive a 50% refund.
- b. The applicant will forfeit the entire rental fee if a cancellation/date change is made less than two (2) weeks from the rental date.
- c. The security/damage deposit will be returned within fifteen (15) business days for all cancellations.

IV. **Building Usage:**

- a. Only gym shoes will be allowed on the gymnasium floor.
- b. Alcoholic beverages, smoking, drugs, gambling or fighting is prohibited on Park District property.
- c. The following items are strictly prohibited: glitter, confetti, helium balloons, tacks, nails, glue, and any form of tape on walls or floors. Use of these items may result in loss of security deposit.
- d. All groups or individuals using facilities will be responsible for their general clean-up.
- e. The renter is required to remove all personal equipment and belongings immediately upon conclusion of the rental period.
 - i. Renters are solely responsible for the transport, setup, and removal of their own equipment.
 - ii. Under no circumstances shall any equipment or personal items be stored on-site before or after the rental period. The Park District assumes no responsibility for any items left behind.
- f. Any props or furniture being brought in for an event may require a certificate of insurance; please inquire for additional information.
- g. No food, candy or drinks (excluding water) are allowed at the HF Sports Complex gym and stands.
- h. A staff attendant will be on duty for all rentals. The attendant is responsible for seeing that the group or individual complies with the rules and regulations for the use of the facility. If there are infractions, the group or individual may be asked to leave the facility immediately. A permit may be revoked at any time due to the misconduct of individuals in the group, for misuse of the property or providing misleading/false information on the rental application. The park district reserves the right to withhold the security deposit for rule violations, not leaving the facility by specified time stated on contract, damage or excessive mess that requires additional staff clean-up, alarm fees caused by miscellaneous equipment/participant error or last-minute rental cancellations.

V. **Parties, dances, etc., for the age group of 13-21:**

- a. A police officer with appropriate Homewood jurisdiction must be on duty during the entire rental. The applicant must make all arrangements for police security and pay the police department the appropriate fee for this service. Confirmation of police security must be received by the park district 1 week prior to the event date.
- b. One adult (age 25 and older) chaperone must be in attendance for every ten attendees age 21 and under. Names and phone numbers of chaperones must be given when rental application is submitted.
- c. An additional refundable security/damage deposit of \$100.00 is required.

VI. Waiver

- a. WE REMIND THE APPLICANT THAT SMOKING AND ALCOHOL ARE PROHIBITED ON PARK DISTRICT PROPERTY. I/ We understand that I/ We are subject to all laws of the State of Illinois and ordinances of the applicable municipality and that no activities in violation of such laws or ordinances shall be permitted on subject premises during the lease or use thereof. I/ We hereby agree to use park facilities in accordance with regular park district policies and regulations and agree to the charges incurred, if any. In order to comply with the Americans with Disabilities Act (ADA), the Homewood-Flossmoor Park District is requesting that all community groups who use our facilities agree to abide by the ADA Law, which protects persons with disabilities from discriminatory practices. Therefore, any group wishing to use one of our facilities must agree not to discriminate against persons with disabilities. If you would like further information, you may contact the U.S. Department of Justice. The User of this facility of the Homewood-Flossmoor Park District, in consideration of being allowed its use, hereby assumes all responsibility and liability for any and all damage or injury of any kind or nature whatever to all persons and to all property, including that of the Homewood-Flossmoor Park District, caused by, arising out of, or connected with the user's activities and use and occupancy of this facility; and to the fullest extent permitted by law, the user does hereby indemnify and hold the Homewood- Flossmoor Park District and its Commissioners, officials, officers, agents and employees harmless from and against all such claims, and further from and against and all cost, loss, expense, liability, damage, or injury, including payment of or reimbursement for legal fees or disbursements that the Homewood-Flossmoor Park District and its commissioners, officials, officers, agents and employees may directly or indirectly sustain, suffer or incur as a result thereof, and the user assumes on behalf of the Homewood-Flossmoor Park District, its commissioners, officials, officers, agents and employees, upon demand, the amount of any judgment or settlement that may be entered against them or agreed to by them in such action.

Signature

Please sign below if you agree to the rate and terms.

Signature of the person responsible

Date
