



RENTAL PERMIT FOR PECK FARM PARK FACILITY

710 Western Avenue Geneva, Illinois 60134
Phone (630) 232-4542 Fax (630) 232-4569

I hereby make application for use of Park District property subject to the facility regulations:

Applicant _____ Organization/Event _____

Address _____ City _____ State _____ Zip Code _____

Day Phone _____ Evening Phone _____

Email Address _____

(BEST FOR COMMUNICATION PURPOSES)

RENTAL FOR: Orientation Barn Picnic Shelter
 3-Sided Barn

ESTIMATED ATTENDANCE: _____

PURPOSE: Picnic Meeting School / Organization Group Outing Other (specify) _____

RENTAL DATE REQUESTED

RENTAL HOURS REQUESTED

(Available hours are 6:00 A.M. – 9:00 P.M.)

_____ From _____ To _____

Capacity : Orientation Barn: Up to 45

Picnic Shelter: Up to 80 (10 picnic tables)

3-Sided Barn: Up to 48 (6 picnic tables)

What type of decorations will be used? _____

Are refreshments served? If yes explain _____

Will liquor be served? If yes, sold or dispensed _____

*Liquor will be served from _____ PM to _____ PM

Group is responsible for decorating and general clean-up.

*Additional charge for serving alcohol.

*Preliminary application must be returned to Peck Farm as soon as possible but no later than 14 days prior to requested event.

As authorized representative of the above-named group/organization, I hereby request the use of park facilities as indicated and agree to the fulfillment of regulations and payments governing the use of these facilities as outlined in the Building Use Policy and the Park Code. As authorized representative of the above-named group/organization, I agree to personally coordinate and supervise the use of the facility to include set up, deliveries and cleanup.

I have read the terms and conditions governing the use of Geneva Park District property and agree to abide by them.

SIGNATURE: _____ DATE: _____

Please indicate your choice of payment:
 Check Cash Visa Mastercard

Credit Card #: _____ Exp. _____

Signature: _____

NOTE: Only registrations paid by credit card are accepted by FAX. When registering by FAX, it is mutually understood that the facsimile registration documents (including the waiver & release of all claims) shall substitute for and have the same legal effects as the original form.

OFFICE USE ONLY Initial: _____ Date: _____ Rental Fee: _____

Proof of Residency Verified: Driver's License Utility Bill Tax Bill Other _____ Initial: _____