

Michigan City Parks and Recreation Department  
100 E. Michigan Blvd. / Suite 2  
Michigan City, IN 46360-3293  
Phone (219) 873-1506 \* www.michigancityparks.com

**2017 WASHINGTON PARK RENTAL AGREEMENT**

*Contract form approved by the Michigan City Park Board 10/21/15*

Name: \_\_\_\_\_ Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

Address: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ State Issued: \_\_\_\_\_ D.O.B. \_\_\_\_\_

Place of Employment: \_\_\_\_\_ Employer's Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

**FACILITY:**

- Gazebo (2 hour rental)
- Millennium (2 hour rental)
- Shelter (specify) \_\_\_\_\_

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Attendance: \_\_\_\_\_

Subject to the following conditions with which licensee agrees to confirm:

1. **RESERVATION TERMS:** All fees must be paid and a signed rental agreement submitted at the time of your reservation. Your rental agreement must be taken to the rental facility as proof of your reservation. Our park security will confirm your reservation.
2. **MINIMUM AGE:** You must be 18 years of age to rent any park facility.
3. **HOURS OF USE:** Washington Park is open from 5 a.m. to 10 p.m. daily.
4. **COMPLIANCE AND INDEMNIFICATION:** Lessee will comply with all laws of the United States and the State of Indiana, with all ordinances of the City of Michigan City and the Park Department's rules and regulations (which are incorporated herein by this reference), in its said use, and will not permit anything to be done in violation thereof. If Lessee violates any of the terms or conditions of this Agreement, Park Department shall have the right to immediately terminate this Agreement without notice or refund, and Park Department may pursue all of its rights and remedies at law or in equity including, without limitation, the right to recover court costs and attorney fees. Lessee releases Park Department and the City of Michigan City, Indiana ("City") from and waives all claims for damages to person or property sustained by Lessee or by any occupant of the Washington Park, or by any other person, resulting directly or indirectly from fire or other casualty, or any cause or any existing or future condition, defect, matter or thing in or about the Washington Park, or any part thereof, or from any equipment or appurtenance therein, or from any accident in or about the Washington Park, or from any act or neglect of any other occupant of the Washington Park or any part thereof or of any other person. Said release and waiver shall apply especially, but not exclusively, without distinction as to the person whose act or neglect was responsible for the damage and whether the damage was due to any of the occurrences specifically enumerated above, or from any other thing or circumstance, whether of a like nature or of a wholly different nature. If any damage to the Washington Park or any equipment or appurtenance therein, whether belonging to Park Department or to other occupants of The Washington Park results from any act or neglect of Lessee, its agents, guests, licensees or invitees, Lessee shall be liable therefore and Park Department may at its option repair such damage and Lessee shall upon demand by Park Department reimburse Park Department for all costs and expenses of such repairs and damages in excess of amounts, if any, paid to Park Department under insurance covering such damages. All personal property belonging to Lessee, its agents, guests, Lessees or invitees shall be there at their respective risks and Park Department shall not be liable for damage thereto or theft or misappropriation thereof. To the extent not prohibited by law, Lessee hereby indemnifies, protects, defends and holds harmless Park Department and the City from and against any and all loss, damages, liabilities, claims, liens, costs and expenses, including, without limitation, reasonable attorneys' fees, in connection with injuries to any persons or damage to or theft or misappropriation or loss of property occurring in or about The Washington Park, or arising from Lessee's occupancy of the Washington Park or presence at the Washington Park or from any activity, work, or thing done, permitted or suffered by Lessee in or about The Washington Park, or from any breach or default on the part of Lessee in the performance of any covenant or agreement on the part of Lessee to be performed pursuant to the terms of this Agreement, or due to any other act or omission of Lessee or any of its employees, customers, agents,

Lessees, invitees or contractors. Notwithstanding the foregoing, no agreement of Lessee in this Section shall be deemed to exempt Park Department from liability or damages for injury to persons or damage to property caused by or resulting from the gross negligence or willful misconduct of Park Department, or its directors, officers, agents or employees.

5. **CANCELLATION:** Should you decide to cancel your reservation, the amount received is refundable upon written request to the Park Department for their approval, a minimum of sixty (60) calendar days prior to your rental date. No rain dates or refunds will be given due to bad weather or late cancellations. Approval of this Agreement has been granted with the understanding that the Park Department reserves the right to cancel this Agreement, with or without notice, and refund all monies paid in the event that the facility becomes unavailable because of some physical condition.
6. **ALCOHOL:** If alcoholic beverages are to be served, they must remain within the general area of your event, above, in compliance with City Ordinance #3100, Consumption of Alcoholic Beverages and use of containers in Washington Park. You may not sell or give away alcoholic beverages to the general public in the area of your event.
7. **NO GLASS:** Glass containers of any kind are strictly prohibited.
8. **NO FIRES/GRILL USE:** Ground fires are strictly prohibited. Please be sure charcoal from your grill is cooled and deposited in proper receptacles. Grilling or cooking of any kind is strictly prohibited on park picnic tables.
9. **NO LITTER:** Leave the premises clean, placing all paper and other debris in receptacles furnished throughout the park. Do not pour any solution on grass, trees, or vegetation. All personal property must be removed from Washington Park at the conclusion of the event.
10. **ELECTRIC USE:** Electric is included in your rental fee. Outlets are only for use of small radios, coffee pots, food warmers and similar equipment that does not exceed a maximum of 20 amps.
11. **GAMES:** Participation in games by your guests is allowed on the sand, but must not disturb other beach or park patrons. No horseshoes, softball or baseball is allowed on the lawn areas of Washington Park. Bounce houses, slip and slides, dunk tanks and the like are prohibited.
12. **PARKING:** Discounted parking passes are available with your rental through the Park Office. It is your responsibility to distribute parking passes to your guests prior to entering the park; our employees cannot hand out passes at the entrance gates. If a guest does not have their pass with them, they will have to pay the applicable daily parking rate to enter the park. Parking passes must be displayed in the lower left hand corner of the windshield and should remain visible at all times while on park property. Parking for your event is limited, and not guaranteed.
13. **DECORATING:** Decorating is permitted. However, no staples or nails are allowed. If tape is used it must be a lightweight tape that can be easily removed.
14. **SPECIAL REQUESTS:** Any special requests must be submitted in writing to the Park Superintendent for approval no later than thirty (30) calendar days prior to your rental date.
15. **INSURANCE:** You hereby acknowledge notice that the Park Department is not insured for "Host Liquor Liability" coverage. If you furnish alcoholic beverages at your event, you are strongly urged to acquire host liquor liability coverage. In any event you hereby agree to indemnify and hold harmless the Parks and Recreation Department, the Parks and Recreation Board, and the City of Michigan City, from and against any and all claims, including any claimed litigation expenses, court costs, or attorney fees arising out of your use of these premises and to indemnify and hold said parties harmless from and against any judgment based on any such claims.
16. **DISCOUNTS:** Full time employees of the City of Michigan City or the Michigan City Area Schools shall be entitled to a 10% discount, one time per calendar year on any one facility rental (not one rental per facility). Proof of employment is required (recent pay stub).
17. **TENTS:** Canopy type tents are permitted (no sides). However, they may not be staked into the ground to prevent damage to our underground electric, gas and irrigation systems.

I have read and completely understand the above agreement:

Signed \_\_\_\_\_ Date \_\_\_\_\_

**RENTAL FEES**

Rental Fee \$ \_\_\_\_\_ Date Paid \_\_\_\_\_ Receipt Number \_\_\_\_\_

Signed (office use) \_\_\_\_\_ Date \_\_\_\_\_

**\*\*\* THERE WILL BE A \$30 SERVICE FEE CHARGED FOR ALL RETURNED CHECKS \*\*\***

**PARKING PASSES**

Number of parking passes \_\_\_\_\_ \$ \_\_\_\_\_ Date Paid \_\_\_\_\_ Receipt Number \_\_\_\_\_

Pass No. \_\_\_\_\_ through pass no. \_\_\_\_\_

**SPECIAL EVENT**

- There is not a special event scheduled in Washington Park on your rental date as of the date of your reservation. Please note events may be scheduled after you book your reservation.
- There is a special event scheduled in Washington Park on your rental date. \_\_\_\_\_