

# FIELD TRIP BEACH RESERVATION FORM

FIELD TRIP RESERVATIONS AVAILABLE MON-FRI. MIN 12 PEOPLE REQUIRED.

Group Name: \_\_\_\_\_

Group Leader: \_\_\_\_\_ Phone #: (\_\_\_\_) \_\_\_\_\_

Trip Date: \_\_\_\_\_ Arrival Time: \_\_\_\_\_ Departure Time: \_\_\_\_\_

**PICK LOCATION:**

**FEE: \$5 PER PERSON**

Main Beach (300 Lakeshore Dr) : \_\_\_\_\_ # of Children: \_\_\_\_\_

West Beach (2330 Lake Avenue) : \_\_\_\_\_ # of Supervisors: \_\_\_\_\_

SUPERVISION RATIO	ADULT : CHILD
Children under 1 yrs old	1 : 1
Children under 3 yrs old	1 : 5
Children under 10 yrs old	1 : 8
Children over 10 yrs old	1 : 10

Do you have seizure prone swimmers? Yes: \_\_\_\_\_ No: \_\_\_\_\_ If yes, how do you identify them (i.e. wristband) \_\_\_\_\_

Do you have any non-swimmers? Yes: \_\_\_\_\_ No: \_\_\_\_\_ If yes, how do you identify them (i.e. wristband)? \_\_\_\_\_

**LUNCH PACKAGE AVAILABLE AT MAIN BEACH! HOT DOG, CHIPS & DRINK = \$5.50/PERSON**

**WILL YOU PURCHASE THE LUNCH PACKAGE? YES  NO**



## GROUP BOAT RENTAL

(MAIN BEACH ONLY)

**PADDLEBOAT, CANOE, ROWBOAT OR KAYAK:  
\$10 or \$12 PER HOUR PER BOAT**

BOAT RENTAL WAIVERS REQUIRED FOR EACH PARTICIPANT.  
PARENT/GUARDIAN SIGNATURE REQUIRED FOR THOSE UNDER 18 YRS.

\*CHILDREN 12 YRS OR YOUNGER MUST BE ACCOMPANIED BY AN ADULT GUARDIAN

To reserve boats prior to your trip, please contact Heidi Stolt  
hstolt@crystallakeparks.org or 815.459.0680 x 1213

CRYSTALLAKEPARKS.ORG/BEACHES/BOATING

### BRING WITH YOU ON TRIP DAY:

1. Copy of your Field Trip Reservation form
2. Completed Field Trip Risk form
3. Payment in full

**READ AND SIGN FORM**

Please submit the front and signature page (back) of this form at least one week in advance to:

Attention: FIELD TRIP BEACH RESERVATIONS

1 E. Crystal Lake Avenue, Crystal Lake, IL 60014

Contact: Marguerite Folglesong • [mfoglesong@crystallakeparks.org](mailto:mfoglesong@crystallakeparks.org) • 815-459-0680 EXT. 1211

Anne Sandor • [asandor@crystallakeparks.org](mailto:asandor@crystallakeparks.org) • 815.459.0680 EXT. 1204



**Main & West Beach Rules**

- No one may enter the water without a lifeguard in the stand. Swimmers must follow lifeguard's instructions.
- Swimmers must stay within the roped off area. Red buoys indicate water over 3 feet deep. Blue buoys indicate water over 5 feet deep.
- No floats allowed beyond 3 foot buoy line. Floatation devices must be inspected by staff to ensure proper type and U.S. Coast Guard approved. Personal floatation devices are on hand for swimmers to use.
- Patrons are to conduct themselves on the beach and in the water in such a manner as to not jeopardize the safety of him/herself or others.
- No diving allowed.
- No food or drink in the water.
- Children under the age of 11 must be accompanied by a person 16 years of age or older.
- The lake water is not suitable for drinking. It is recommended swimmers shower and towel dry after leaving the water.
- All infants must wear rubber or plastic pants. All swimmers must wear proper swimwear. No street clothes allowed.
- Persons under the influence of alcohol or exhibiting erratic behavior will not be permitted in the park.
- Admission to the beach may be refused to all persons suspected to have contagious diseases or infectious conditions.
- Staff has the authority to implement and enforce rules that are stringent or that supplement those listed here.
- No pets allowed. Licensed service animals are exempt.
- Feeding the geese or other wildlife is prohibited.
- Obey lightning detection system rules for shelter.
- Grill equipment and supplies must be brought in through the front gate only. Only charcoal grills permitted.
- Catering supplies must be dropped off through the front gate only.
- Tents may not be larger than an EZ-Up 10 x 10 size.
- Beer and wine permitted in picnic areas only.
- Glass containers are not permitted on beach or grounds. Use receptacles provided for trash, charcoal, and recycling.
- Patrons are encouraged to protect themselves from sun exposure.
- Crystal Lake Park District special events may restrict coolers in certain areas of the park.
- No riding of bicycles, skateboards, or rollerblades allowed in the park.
- Swim break rest periods are scheduled for 2:15PM and 4:15PM daily for everyone's safety. Additional rest periods may be run every hour on the hour depending on the temperature.
- Watercraft must go through the boat launch area with a purchased boat gate access key fob.
- Flagpoles located at Main and West Beaches carry color-coded weather flags. To help ensure your safety, please learn the meaning of the following flag colors and make it a habit to look for them while on the lake or at the beach.
- No walk-in boats, paddle boards, rubber rafts (all boats must go through the boat launch area with a purchased boat launch key card.)

**RED: BEACH CLOSED. KEEP OFF THE LAKE    GREEN: FAIR WEATHER, LIGHT AIR, AND WIND 1-10 MPH**

Read this carefully and be aware that in signing and participating in this program/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 program/activity (including transportation services, when provided). I have read and fully understand the above important information, warning or risk, assumption of risk and waiver and release of all claims. If registering on-line or fax, your on-line or facsimile signature shall substitute for and have the same legal effect as an original form signature. I recognize and acknowledge that there are certain risks of physical injury to participants in this program/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 have (or accrue to me or my child/ward) as a result of participating in this program/activity against the Crystal Lake Park District, including its officials, agents, volunteers and employees (hereinafter collectively referred to as the Crystal Lake Park District). I do hereby fully release and forever discharge the Crystal Lake Park District from any and all claims for injuries, damages, or loss that my minor child/ward or I may have or which may accrue to me or my minor child/ward and arising out of, connected with, or in any way associated with this program/activity. Participation will be denied if the signature of adult participant or parent/guardian and date are not on this waiver.

**I HAVE READ ALL ATTACHED POLICIES AND RULES FORMS (INITIAL)**

**Group Leader Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

MUST BE 21 OR OLDER

**Authorized CLPD Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



### General Provisions

As used in this Facility Rental Agreement, "Crystal Lake Park District" includes its officers, officials, agents, employees and volunteers.

As used in this Facility Rental Agreement, "facilities" includes all rented facilities and common areas, including, but not limited to, parking, restrooms, walkways, hallways, etc.

NOW, THEREFORE, in consideration of the recitals and representations herein set forth, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

- The Crystal Lake Park District retains the right to cancel or revoke this agreement at any time and for any reason, including, but not limited to inclement weather, misconduct of the Renter (or any member of Renter's group), for misuse of property, any misrepresentation of renter, for purposes deemed necessary for public safety or preservation of property, or if termination serves the interests of Park District residents, or because the Renter has breached any of its obligations under this Agreement. The Crystal Lake Park District reserves the right not to authorize future rentals if this agreement is cancelled or revoked for any reason.
- This rental agreement is entered in solely for the benefit of the contracting parties, and nothing in this agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this agreement, or to acknowledge, establish or impose any legal duty to any third party.
- This agreement may not be assigned by Renter without the Crystal Lake Park District's prior written consent. This agreement represents the entire understanding between the parties and may be modified or altered only by further agreement, in writing, between the parties.
- This contract must be signed by the Renter, age 21 or older, or an authorized agent or representative of Renter, and an authorized Crystal Lake Park District representative.
- Renter shall fully comply with all Crystal Lake Park District rules, a copy of which are attached and any other rules, regulations, and ordinances in connection with the use of the facility. Failure to comply with rules will result in forfeiture of field rental privileges.
- Renter must be present for the **entire** rental and your rental **will not** begin until you, the Renter, has entered the facility and checked in with the Park District official supervising the rental (if applicable).
- The Crystal Lake Park District reserves the right to amend the rental rules, as needed, to serve the best interests of the Park District.
- Any renter or food vendor planning to serve food and inviting the general public to attend must apply for, and acquire, a temporary health permit from the McHenry County Health Department. The health department certificate is due twenty-one (21) days prior to the event.
- Renter agrees to protect, indemnify, save, defend, and hold harmless the Crystal Lake Park District, including its officers, officials, employees, agents and volunteers (collectively "Park District") from and against any and all liabilities, obligations, claims, damages, causes of action, costs and expenses, (including reasonable attorney fees) which the Park District may become obligated by reason of any accident or injury (including death) arising indirectly or directly in connection with or under this use agreement, whether such loss, damage, injury or liability is contributed to by the negligence of the Crystal Lake Park District or by the premises themselves or any equipment thereon whether latent or patent, or from other causes whatsoever.
- Either party hereto may cancel this Agreement by delivery of written notice to the other party at least two (2) weeks prior to the scheduled event as hereinbefore designated. If this Agreement is so canceled, by the Crystal Lake Park District, all fees and deposits will be returned to the Renter. In the event of cancellation by Renter two weeks or less prior to event, the facility deposit will not be refunded.
- Park District facilities cannot be used for fundraisers, or for profit, unless prior permission is given by the Board of Commissioners.
- The Crystal Lake Park District provides lifeguard staff when swim area is available for use. Renter fully understands and agrees that lifeguards are not responsible for supervising Renter's group. Lifeguards are responsible for enforcing rules and regulations and responding to emergencies.
- Admission fees cannot be charged or collected in a Park District facility.
- Interpretation of this agreement shall be governed by the laws of the State of Illinois.
- Vehicle traffic on the grass is prohibited. Vehicles must stay in designated parking lots.

### Conduct-Safety

- Facilities may not be used for any business or organization for any uses or activities that require any local, county, state or federal licensing. Any Renter found violating this procedure will have its rental terminated immediately and shall forfeit all rental fees and its deposit.
- Renter shall not permit any area to be used for any disorderly or unlawful purposes during the period of this Agreement.
- Gambling and games of chance are strictly prohibited.
- Pets are prohibited in Park District buildings and beaches (exception: Service Animals.) Renter shall be responsible for and will pay for any damage to Crystal Lake Park District property arising out of the use of the said facility pursuant to this Agreement.
- Renter is solely responsible for the safety and security of any property brought to the facility. The Crystal Lake Park District is not responsible for lost, stolen or damaged personal items.
- The Crystal Lake Park District does not assume any liability for property damaged, lost or stolen on the Crystal Lake Park District premises during Renter's use of the premises and Renter hereby agrees to assume the full risk of any injuries, damages or loss, regardless of severity that Renter may sustain as a result of this Agreement.
- Renter further agrees to waive and release the Crystal Lake Park District from any and all losses, claims, suits or judgments or damages that Renter might sustain as a result of any and all activities connected with or associated with this Agreement.
- No Crystal Lake Park District equipment or property shall be removed from the premises.
- Renter shall be responsible for inspecting the facility subject to this Agreement prior to each use and shall be responsible for bringing to the Crystal Lake Park District's attention any potential dangers, safety hazards or problems. Renter is solely responsible for determining whether said facility is safe, appropriate and/or compatible for Renter's intended use.
- Advertising or public promotion of a picnic or event must have prior approval of the Crystal Lake Park District.
- No advertising, soliciting or sale of any item is allowed on park property.
- No smoking is allowed in any Park District facility.
- Tape, glue, push pins, nails or other fastening devices may NOT be used to attach decorations, signs, posters or affix tablecloths.
- Code of Conduct for Participants (Park Policy 9.3) - Crystal Lake Park District program participants, park patrons, visitors and vendors are expected to:
  1. Show respect to all participants, staff and volunteers. Program participants need to follow the program rules and take direction from staff.
  2. Not use abusive or foul language.
  3. Not threaten or cause bodily harm to other participants, self, staff or wildlife.
  4. Show respect for equipment, supplies and facilities.
  5. Not possess any weapons.
  6. Failure to follow the Code of Conduct shall result in verbal and/or written warnings, suspension, dismissal or arrest depending upon the severity of the infraction.



### **Vendors and Contractual Services**

At the time of the reservation, the Renter will furnish the Crystal Lake Park District with a list of any vendors or contractual services they will be using during its rental and the vendor will furnish insurance as outlined below. Any vendor or contractual service that the Renter is using for the rental must follow the same insurance requirements as the Renter. Food vendors must also supply a current health department certificate. The insurance certificate is due twenty-one (21) days prior to the event..

### **Age/Supervision Requirements**

- You must be 21 years of age to rent a facility.
- Renter is solely responsible for the actions of any member of Renter's group and shall provide adequate adult supervision (age 21 or older) of Renter's group at all times.
- Renter shall minimally provide one adult supervisor for every ten children ages six and older (1:10 ratio) and one adult supervisor for every eight children under the age of six (1:8 ratio).
- Renter shall ensure that there is at least one adult supervisor fluent in English and on site at all times during Renter's use of the facility.

### **Insurance**

All organizations, businesses, leagues and family events over 100 people must carry insurance as outlined below:

- Renter shall maintain general liability insurance for bodily injury, personal injury and property damage during the term of this agreement, specifically including contractual liability coverage. The insurance shall be by an endorsement naming the Crystal Lake Park District, officers, officials, employees, agents and volunteers as additional insured and shall contain no special limitation on the scope of protection afforded the Crystal Lake Park District. The insurance shall have limits of not less than \$1,000,000 per occurrence for injury or death. Renter's insurance shall be primary insurance as respects the Crystal Lake Park District and any indemnified party. Any insurance or self-insurance maintained by the Crystal Lake Park District shall be in excess of Renter's insurance and shall not contribute with it. Renter's insurer shall agree to waive all rights of subrogation against the Crystal Lake Park District. The general liability insurance endorsement is due no later than twenty-one (21) days prior to the event.
- If alcoholic beverages are being served, renter must also provide proof of Dram Shop and Host Liquor Liability insurance as noted above. The proof of Dram Shop and Liquor Liability insurance endorsement is due no later than twenty-one (21) days prior to the event.
- Renter shall provide a certificate of insurance verifying compliance with the above insurance requirements and naming the Crystal Lake Park District as an additional insured, accompanied by a properly executed additional insured endorsement using CG 2011 or equivalent, and specifying the rental date(s) no later than twenty-one (21) days prior to the rental date (s).
- Insurance and Host Liquor Liability can be purchased through the Park District. This insurance is supplied by Market Access Corporation of Palatine. Payment for this insurance must be made in advance. The Park District will submit the application for the insurance. Once the Park District is in receipt of the insurance binder, the Renter will be contacted to pick up a copy of the insurance certificate.
- Market Access Cancellation Clause: Should the described policy be canceled before the expiration date thereof, the company will endeavor to mail 10 days written notice to the Certificate Holder named, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.