

**VILLAGE OF COBDEN  
APPLICATION FOR USE OF PARK FACILITIES and/or EQUIPMENT**

**This application must be approved by the Village Board at least thirty (30) days prior to event.**

Date of Application: \_\_\_\_\_ Time: \_\_\_\_\_

Name of Group/Organization: \_\_\_\_\_

Name of Person Making Application: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Number: Home: \_\_\_\_\_ Work: \_\_\_\_\_

Applications will not be processed unless ALL of the following information is submitted.

1. Please list name, address and telephone number of one (1) other contact person who will be in attendance the entire length of the proposed function:

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

Address: \_\_\_\_\_

Telephone Number: Home: \_\_\_\_\_ Work: \_\_\_\_\_

2. Area(s) of park site requested and for what purpose: \_\_\_\_\_

\_\_\_\_\_

3. Date of Use: \_\_\_\_\_

4. Time of Use: From: \_\_\_\_\_ To: \_\_\_\_\_

5. Will any items be offered for sale or funds solicited? Yes: \_\_\_\_\_ No: \_\_\_\_\_ If yes, for what purpose) \_\_\_\_\_

6. Will electricity be required? Yes: \_\_\_\_\_ No: \_\_\_\_\_ If yes, for what purpose: \_\_\_\_\_

\_\_\_\_\_

7. Will any musical instruments be used? Yes: \_\_\_\_\_ No: \_\_\_\_\_

8. Will any amplified sound be used? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Time of use: From: \_\_\_\_\_ To: \_\_\_\_\_

9. Will any temporary signs or structures be erected? If yes, for what purpose: \_\_\_\_\_  
 \_\_\_\_\_
10. Will food be sold? Yes: \_\_\_\_\_ No: \_\_\_\_\_ (Please remember that you must abide by all local regulations and health codes concerning the preparation and selling of food. The Village is not responsible for the administration of this category.)
11. Will your group bring materials, literature or equipment other than food supplies onto the park premises? If yes, please describe: \_\_\_\_\_  
 \_\_\_\_\_
12. Will any animals be brought onto the park site as part of your event? Yes: \_\_\_\_\_  
 No: \_\_\_\_\_ If yes, please describe: \_\_\_\_\_  
 \_\_\_\_\_
13. Describe your arrangements for adequate toilet facilities: \_\_\_\_\_  
 \_\_\_\_\_
14. Describe your arrangements for trash disposal and clean up following conclusion of this event: \_\_\_\_\_

NOTE: In instances where a person or organization has sponsored a function or event where, in the judgment of the Board of Trustees, the persons attending the function or event behaved in such a manner as to constitute a danger to the safety of other persons attending the function or event and where because of the pervasiveness or seriousness of the criminal behavior persons attending the function or event could not be adequately protected by the number of law enforcement officers normally assigned to patrol the function or event, the Board of Trustees may require the sponsoring person or organization to deposit the sum of \$1,000.00 with the Village prior to holding its next function or event on municipal property. The funds so deposited with the Village shall be used for the purpose of paying the costs and expenses associated with paying additional law enforcement officers to patrol the next function or event sponsored by the person or organization. Any unused funds shall be returned to the person or entity that made the deposit.

The number of additional law enforcement officers patrolling a function or event shall be made by the Board of Trustees and shall be based upon the extent and severity of criminal behavior that occurred at the prior function or event.

Criminal behavior is defined as any action that would constitute a criminal offense pursuant to the laws of the State of Illinois.

In determining whether a person or organization has sponsored a function or event the Board of Trustees will consider whether they are in the same name or names. Additionally, the Board of Trustees will consider whether the same persons are likely to attend both functions or events. Therefore, even if the name of the sponsoring person or organization changes for the succeeding function or event, this may be determined to be the same person or organization for purposes of this Ordinance. (Section 28-1-4 Cobden Revised Code)

The undersigned, as Applicant or Applicant's Duly Authorized Agent in this regard, as the case may be, certifies to the Village of Cobden and agrees as follows:

- (a) The undersigned has read the foregoing application and has completed the same to the best of his or her information and belief, and the undersigned has full and

complete authority to so do and to execute the name in his or her represented capacity;

- (b) Applicant's willful misrepresentation of any fact contained in the application shall constitute grounds for the Village of Cobden to, without any prior notice or inquiry of any kind, immediately deny authorization for park use sought by applicant or, to, without any prior notice or inquiry of any kind, cancel, revoke or rescind any authorization for park use that may have been approved and granted to applicant hereunder;
- (c) Applicant's failure to at all times observe and fully comply with all known rules and regulations of the Village of Cobden shall likewise constitute grounds for the Village of Cobden to, without any prior notice or inquiry of any kind, immediately cancel, revoke, or rescind any authorization for park use that may have been approved and granted to applicant hereunder;
- (d) The Applicant is responsible for all applicable state, federal and local laws, codes, certificates and regulations.
- (e) In consideration of the foregoing and the granting of authorization of park use hereunder and as a part of the application aforesaid, Applicant agrees to indemnify and hold and save the Village of Cobden harmless from and against all actions, causes or actions, claims, demands, liabilities, loss, damage or expense of whatever kind or nature (including, but not by way of limitations, reasonable attorney fees incurred) which said Village of Cobden shall or may at any time sustain or incur by reason of injury to or death of others or damage to property of others arising out of or resulting from the use or occupancy by Applicant or its permittees of any property of said Village of Cobden pursuant to any authorization of park use granted hereunder.

(f) The Applicant must submit a Certificate of Insurance naming the Village as "additional insured" indicating general liability coverage of \$1,000,000 as recommended by the Illinois Municipal League Risk Management Association.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Signature of Applicant: \_\_\_\_\_

Printed name of Applicant: \_\_\_\_\_

Witness: \_\_\_\_\_



FOR OFFICE USE ONLY

Temporary Approval Granted by Village Board: \_\_\_\_ Yes \_\_\_\_ No

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Village President

Attest: \_\_\_\_\_  
Village Clerk

Final Approval with completion of following:

A. Written documentation of insurance coverage naming Village as "additional insured" : \_\_\_\_\_  
Date

B. Village of Cobden's insurance carrier approval of Applicant's insurance coverage: \_\_\_\_\_

C. Applicant's meeting with Village of Cobden's Police Chief: \_\_\_\_\_ Date  
Date Chief's Initials

D. Applicant's meeting with Village of Cobden's Superintendent: \_\_\_\_\_  
Date Supervisor's Initials

E. Receipt of security deposit (\$1,000) \_\_\_\_\_ Received by: \_\_\_\_\_  
Date

(Not required: \_\_\_\_\_ Date of Village Board Decision: \_\_\_\_\_)

FAILURE TO COMPLY WITH THE AFORESAID CONSTITUTES DENIAL OF AUTHORIZATION OF PARK USE.

Reason for denial: \_\_\_\_\_

\_\_\_\_\_