Village of Shiloh Pavilion 14 Park Drive – Shiloh, IL

(Mailing Address: 1 Park Dr. Shiloh, Illinois 62269)

Village Phone: 632-1022 ext. 119

PLEASE KEEP THIS CONTRACT WITH YOU ON THE DAY OF YOUR EVENT

Name: _____ Date of Rental: _____

Address: _____ Type of Event: _____

City/ST/Zip: _____ Number of People _____

Set up Time: _____

Phone: _____ Start time: _____ End Time: _____

Driver's License #: _____ Email: _____

- ☐ **Pavilion Only - Resident Rental Fee: $100.00 Security Deposit: $75.00**
- ☐ **Pavilion Only - Non-Resident Rental Fee: $200.00 Security Deposit: $75.00**
- ☐ **Pavilion with Concession Stand – Resident Fee: $200.00 Security Deposit: $150.00**
- ☐ **Pavilion with Concession Stand – Non-Resident: $400.00 Security Deposit: $150.00**
- ☐ **Glitter, Confetti & Sequence Charge $100.00** ☐ Yes ☐ No

Rental is due two weeks prior to the event. We accept checks or cash. Late payments will be cash or credit card (with fee). Deposits may be refundable if facility is left in clean condition, no damages to the property and items 3-9 are completed. *Cancellations must be made **48 hours before the event** for the deposit to be refunded.*

1. This area seats approx. 200 people.
2. Rental time is day of the event only to close of park at **DUSK.**
3. Please bring cloths to wipe off tables.
4. Please replace liners in empty cans. (Extra liners in bottom of all cans)
5. No tape, tacks or adhesive strips on the walls, counter tops, poles or ceiling.
6. **Please place bags of trash in dumpster in the gated area east of Klucker Hall.**
7. Check restrooms (flush toilets, faucets turned off and lights turned off).
8. If you rearrange the tables, please return them to the original set up.
9. **Renter is held responsible for any damages made to the pavilion or concession stand and loss of equipment.**

- **The concession stand is not equipped for cooking; prepared food may be brought into the building for serving, provided all food and catering equipment is removed at the end of the event/activity.**
- **Kitchen must be cleaned prior to your departure.**
- **NO SOLID WASTE DOWN DRAINS.**
- **NO PREPARING OF FOOD IN SKILLETS, FRYERS OR GRILLS OF ANY TYPE UNDER THE PAVILION OR IN THE CONCESSION STAND.**
- **CROCKPOTS & ROASTERS ARE PERMITTED.**
- **NO BALLOONS UNDER THE PAVILION.**

The Village of Shiloh expressly asserts it is not, and will not be responsible for any injuries, accidents or any lost articles from guests or renters. By signing below, the undersigned hereby expressly asserts and acknowledges the entirety of this contract.

Should the Village of Shiloh be involved in any litigation or dispute due to the negligence or intentional acts of any guest or renter, the renter hereby agrees to hold the Village of Shiloh harmless and reimburse the Village for any costs associated with such litigation, including attorney's fees.

Should the Village be required to replace or repair any Village property, real or otherwise, due to the negligence or intentional act of the renter or guests of the renter, the renter expressly acknowledges and agrees to reimburse the Village for the costs of any such replacement or repair.

In the event any dispute arises between the Village of Shiloh and the undersigned renter regarding any aspect of the renter's use of a Village rental facility, the undersigned renter hereby expressly asserts and agrees that any such dispute shall be resolved by binding arbitration through the American Arbitration Association. In the event arbitration is engaged, the statutory and common law of the State of Illinois shall apply.

The Village asserts, and maintains the right, to deny rental of any of the Village rental facilities to any potential renter.

You may pick up the key on_____between the hours of 7:00 a.m. and 5:00 p.m. at the Municipal Building, 1 Park Drive.

Please return the key to the Municipal Building the next business day: _____

THE VILLAGE OF SHILOH DOES NOT ALLOW INFLATABLES (BOUNCE HOUSES, ETC.), WATER BALLOONS, WATER GUNS, OR SLIP & SLIDES IN THE PARK.

NO HELIUM BALLOONS UNDER THE PAVILION.
(DUE TO THE POSSIBILITY OF THEM GETTING CAUGHT IN THE FANS)

_____ _____
Renter Date Village Representative Date

Office Use:
Deposit Fee: $_____ Cash Check #_____ Date Deposit Fee Paid: _____

Rental Fee: $_____ Cash Check #_____ Credit Card __ Date Rental Fee Paid: _____

Returned Deposit: Date: _____ Received by: _____