

By signing this contract you and your organization have full knowledge and understanding of all contents of the Barrington Countryside Park District Riding Center Rental Manual and agree to all conditions, disclaimers, and requirements stated in the manual.

<p>Your Organization</p> <p><i>Official Liaison is responsible for assuring all event participants are aware of Barrington Countryside Park District Rules, Regs, and Policies.</i></p>	<p>Official Contact Liaison For Event:</p> <p>Name: _____ Title: _____</p> <p>Address: _____</p> <p>State: _____ Zip: _____ Phone: _____ Email: _____</p> <p>Person Signing Contract</p> <p>Name: _____ Title: _____</p> <p>Address: _____</p> <p>State: _____ Zip: _____ Phone: _____ Email: _____</p> <p>Organization President:</p> <p>Name: _____ Title: _____</p> <p>Address: _____</p> <p>State: _____ Zip: _____ Phone: _____ Email: _____</p>
<p>Event Description:</p> <p><i>Dates</i></p>	<p>Event Dates:</p> <p>Set Up Date and Start Time: Date _____ Time _____</p> <p>Event Date and Start and Stop Time: Date _____ Time _____ To Date _____ Time _____</p> <p>Tear Down Date and Start Time and Finish Time:</p> <p>Date _____ Time _____ To Date _____ Time _____</p>

<p><i>Activities</i></p>	<p>Detailed Description of activities</p>
<p><i>Attendance</i></p>	<p>Attendance:</p> <p>Attendance may not exceed Park District facility capacity and is evaluated on a case by case basis. Events that are advertised to the public at large are prohibited unless the number of attendees to the event can be reasonably determined and the District's land and facilities allocated to said event is sufficient to accommodate the anticipated number of attendees.</p> <p>Number of Riders:_____ Number of Horses:_____ Est. Number of Spectators:_____</p> <p>Other Unmounted (grooms, coaches, event organizers and managers): _____</p>
<p><i>Additional Equipment</i></p>	<p>Additional Equipment/Structures: Indicate and list the extra equipment to be brought on to the site or into the building, including electrical wiring, temporary structures such as bleachers, stalls, tents, stages or dance platforms. Please indicate placement on the site map Addendum B.</p> <p>Note: Separate Tent/Stage/Electrical permit may be required by the Village of Barrington Hills.</p>
<p><i>Instructors and Clinicians</i></p>	<p>List the names of all Instructors and/or Clinicians:</p>
<p><i>Vendors</i></p>	<p>List the names of any vendors or service providers:</p>

<p>Food and Beverage</p>	<p>Will you serve food? <input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>List information about food vendors/caterers:</p> <p>Name of Company: _____</p> <p>Address: _____</p> <p>State: _____ Zip: _____ Telephone: _____</p> <p>State of Illinois and Cook County Permits Apply. Submit additional sheet if multiple vendors.</p>
<p>Alcohol</p>	<p>Will you serve alcohol? <input type="checkbox"/> yes <input type="checkbox"/> no Will you sell alcohol? <input type="checkbox"/> yes <input type="checkbox"/> no</p>
<p>Your Fees:</p>	<p>Fees:</p> <p>Will you charge fees for your function? (Either on-site or off-site)</p> <p>Mounted Participants: <input type="checkbox"/> yes <input type="checkbox"/> No Amount: \$ _____</p> <p>Spectators: <input type="checkbox"/> yes <input type="checkbox"/> No Amount: \$ _____</p>
<p>Parking</p> <p>Areas for parking are very specific and parking is limited to capacity.</p>	<p>Parking Areas:</p> <p><input type="checkbox"/> Front (West) Parking Lot <input type="checkbox"/> Stadium Field <input type="checkbox"/> Warm Up Arena <input type="checkbox"/> Paddocks</p> <p><input type="checkbox"/> Designated Forest Preserve Parking Area <input type="checkbox"/> Other</p> <p>Please list the number of vehicles for your event:</p> <p>_____ Trailers _____ Automobiles</p>
<p>Electric</p>	<p>Will you require electric? <input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>If so, <input type="checkbox"/> 110v amps _____ or <input type="checkbox"/> 220v amps _____ (additional fee will apply for 220v)</p> <p>Indoor Arena lights go out by timer at 10:00 PM. Lights can be controlled manually by key and override the timer. Do you need manual control of indoor arena lights? <input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>Please describe your exact electrical requirements in detail:</p>

<p>Facilities</p> <p>Please indicate on facility diagram all areas you will use.</p>	Stalls	
	<p>Horses may not remain in stalls over-night unless included in an approved rental event. Special permission may be granted on a case by case basis. Additional fees will apply.</p>	<p>52 Stalls Available.</p> <p>16 Stalls in Polo Barn</p> <p>36 Stalls in Main Barn</p> <p>Number of Stalls_____</p>
<p><i>Complete Facility Rental</i></p>	Complete Facility	
	<p>Fee:</p> <p>\$550 Per Day</p> <p>\$275 Per Half Day</p> <p>Security Deposit:</p> <p>\$550 Whole Day</p> <p>\$275 Half Day</p>	<p>Rental of all areas of Riding Center Facility and may be closed to the Public.</p> <p>Fees:</p> <p>\$ _____</p> <p>Security Deposit:</p> <p>\$ _____</p>
	<p>Please list any equipment, structures, decorating or activity other than horseback riding which will take place in the indoor or outdoor arena during your event:</p>	
<p><i>Or you may choose to rent individual areas of the Riding Center:</i></p>		
<p><i>Meeting Room</i></p>	Meeting Room	
	<p><input type="checkbox"/> Hourly:</p> <p>\$35 First Hour</p> <p>\$15 each additional hour</p> <p>Total Hours:_____</p>	<p><input type="checkbox"/> Day Rate: \$75</p> <p>Security Deposit for all meeting room rentals: \$75</p>
		<p>Fees:</p> <p>\$ _____</p> <p>Security Deposit:</p> <p>\$ _____</p>

Indoor Arena			
<i>Indoor Arena</i>	\$200 Per Day \$100 Per Half Day Security Deposit: \$200 Whole Day \$100 Half Day	Please list any equipment, structures, decorating or activity other than horseback riding which will take place in the indoor arena during your event:	Fees: \$_____ Security Deposit: \$_____
	Outdoor Arena		
<i>Outdoor Arena</i>	\$150 Per Day \$75 Per Half Day Security Deposit: \$150 Whole Day \$75 Half Day	Please list any equipment, structures, decorating or activity other than horseback riding which will take place in the outdoor arena during your event:	Fees: \$_____ Security Deposit: \$_____
	Stadium Field		
<i>Stadium Field</i>	\$150 Per Day \$75 Per Half Day Security Deposit: \$150 Whole Day \$75 Half Day		Fees: \$_____ Security Deposit: \$_____
	Paddocks		
<i>Paddocks</i>	<input type="checkbox"/> One Paddock <input type="checkbox"/> Two Paddocks <input type="checkbox"/> Whole Day_____ <input type="checkbox"/> Half Day_____		Fees: \$_____
	Date_____Start Time_____End Time_____ Date_____Start Time_____End Time_____		Security Deposit: \$_____
Horses may not be in paddocks overnight. Special permission may be granted on a case by case basis. Additional fees will apply. Rental Rate upon request.			

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<p><i>Check if additional services desired.</i></p>	<p>Arena Dragging <input type="checkbox"/></p> <p>Per Drag:</p> <p>Indoor Arena: \$35</p> <p>Outdoor Arena: \$45</p>	<p><input type="checkbox"/> Indoor Arena</p> <p>Number of Drags: _____</p> <p><input type="checkbox"/> Outdoor Arena</p> <p>Number of Drags: _____</p>	<p>Fees:</p> <p>\$ _____</p>
	<p>Water Arena <input type="checkbox"/></p> <p>Indoor Arena: \$30</p> <p>Outdoor Arena: \$20</p>	<p><input type="checkbox"/> Indoor Arena</p> <p>Number of Waters: _____</p> <p><input type="checkbox"/> Outdoor Arena</p> <p>Number of Waters: _____</p>	<p>Fees:</p> <p>\$ _____</p>
	<p>Magnetize Arena <input type="checkbox"/></p> <p>\$100 May be required depending upon activity in arena.</p>		<p>Fees:</p> <p>\$ _____</p>
	<p>Mowing <input type="checkbox"/></p> <p>\$50 per hour. Number of Hours: _____</p>		<p>Fees:</p> <p>\$ _____</p>
<p>Clean Up</p>	<p>Please list the designated official from your organization in charge of clean up:</p> <p>Name: _____</p> <p>Title: _____</p> <p>Address: _____</p> <p>City: _____ State: _____</p> <p>Zip: _____ Email: _____</p> <p>Phone: _____</p>	<p>All clean up must be completed by agreed date and time. The Riding Center should be left in equal or better condition than it was found.</p> <p>Meet with Management Board representative at arranged time for check out. Check In/Out List to be completed at this time.</p> <p>If rented facilities are not returned in satisfactory condition BCPD will hire professional cleaners or repairmen and security deposit will be forfeited and BCPD will directly bill the renter for additional costs incurred by The District.</p>	
<p>Total Security Deposit: _____</p>		<p>Total Rental Fee: _____</p>	
<p>For Organization Representative Signing Contract:</p> <p>I have read and understand the ENTIRE contents of this application and the Barrington Countryside Park District Riding Center Rental Manual. I understand that I am responsible for informing all other members and invitees of my organization of the contents of the manual, and to ensure their compliance the contents of the manual. On behalf of my organization, I represent that all answers and other information provided by the organization in the application and all addendums are complete and accurate. I understand and agree on behalf of my organization that the Park District will revoke any permit granted in response to this application if it discovers any material misrepresentation or omission in the application or addendum. In addition, I understand and agree that the Park District may revoke any permit granted in response to this application if the renting organization, or any of its members or invitees, violates any Park District rule or regulation, or any other federal, state or local statute, ordinance, rule or regulation on Park District property. In the event that a permit is revoked, the renter must leave Park District property immediately, and agrees to forfeit any rental fees and deposits.</p> <p>Signature: _____ Date: _____</p>			