



1231 Bonansinga Dr. - Quincy, Illinois 62301-1762
 Telephone 217-223-7703 – Fax 217-228-9209
 Email info@QuincyParkDistrict.com
quincyparkdistrict.com

Lorenzo Bull House Rental

Name/Organization/Company: _____

Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Number: _____ email: _____

Type of Event: _____

Number Attending: _____ (70 maximum capacities)

Date(s) Requested: _____

Times Requested: Start: _____ End: _____ Total Hours: _____

Food: Catering by: _____ Carry in None

Alcohol Sales: Yes No

If YES, **Dram Shop Insurance** and an **Alcohol Sales License** are required.

Notes: _____

Note: **Start** time and **End** time includes all occupancy needed including time for food set up or removal. Additional time charges will be assessed if additional time is used.

Fees:

Base Fee: \$150 (Sequential day rentals are discounted \$50 for 2nd and following days)
 Hourly Fee: \$30 per hour

Fee:

Base Fee: \$150
 Hours: _____ = Hrs. _____ x \$30
 Other services: _____ (other services are charged based on actual cost)
 Total: _____ (all fees must be paid before the reservation is booked)

Refund Policy:

60 days or more prior to the event:	75%
30-59 days prior to the event:	50%
10-29 days prior to the event:	25%
Less than 10 days:	0%

Hold Harmless

To the fullest extent that is permitted by law, _____ agrees to indemnify, defend and hold harmless the Quincy Park District, its Board of Commissioners, official, agents, employee and volunteers and all others connected with the Quincy Park District, from any and all actions, claims, demands, suites, liabilities, losses, damages or expenses including attorney’s fees, as well as all costs from death of, injuries to, theft of or damage to properties or persons, including third parties; growing out of directly or indirectly which arise out of or is any way connected with this contract.

Printed Name: _____ Signature: _____ Date: _____

Responsibility Statement

I, _____ being the authorized representative of _____ understand that I or the organization or company I represent will be fully financially responsible for all damages to the Bull House and its furnishings directly related to this event. Additionally, I understand that I or the organization or company I represent must fully comply with all Park District statutes, policies, rules and regulations governing the use of public parks and properties as well as any city, state or federal statutes that may apply.

I further understand that if, in the opinion of the Quincy Park District, the activities at the event have the potential to cause damage to the house or its furnishings or create a danger to persons, the Quincy Park District may terminate the rental and require the renters to leave the premises immediately.

Printed Name: _____ Signature: _____ Date: _____