Quincy Park District SHOWMOBILE RENTAL FEES

Stage (14'8" x 32') for up to two days:

•	Not for profit	\$625
•	Profit (Private, Business)	\$850
•	QPD Affiliate (1st Rental)	\$0
•	OPD Affiliate (More than 1)	\$125

Stage (Up to 22'8" x 48') for up to two days:

•	Not for profit	\$925
•	Profit (Private, Business)	\$1,150
•	QPD Affiliate (1st Rental)	\$0
•	QPD Affiliate (More than 1)	\$225

ADDITIONAL \$250 IF INITIAL SETUP OR FINAL TAKE DOWN IS ON A SATURDAY, SUNDAY, HOLIDAY, OR AFTER MAINTENANCE WORK HOURS.

A SITE VISIT BY QUINCY PARK DISTRICT STAFF IS REQUIRED PRIOR TO FINAL APPROVAL BY THE DISTRICT.

ADDITIONAL	\$40 per hour. This fee includes
SERVICE FEES:	additional setup/take down costs
	for consecutive day events and
	additional costs for setup/take
	down of non-standard showmobile
	equipment.

A DEPOSIT FEE OF \$250 IS REQUIRED AT THE TIME OF RESERVING THE SHOWMOBILE.

Version: 11/2023

QUINCY PARK DISTRICT 1231 BONANSINGA DR. QUINCY, ILLINOIS 62301

	OFFICE USE ONLY	
\$	Rental Fee	
\$	Set Up/Take Down	
\$	Addtl. Services Fee	
\$ Less Deposit Paid		
\$	\$ Balance Due	
1. Application Rec'd		
2. Cert. of Ins. Rec'd		
3. QPD Co-Sponsored: Yes No		

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SHOWMOBILE APPLICATION/RENTAL AGREEMENT

PLEASE READ THE ATTACHED SHOWMOBILE RENTAL RULES AND REGULATIONS BEFORE FILLING OUT AND SIGNING THIS AGREEMENT.

Application & all fees are due 3 weeks prior to the event.

Name of Organization	Address	Phone	
Contact Person	Address	Phone	
Dates Requested:	For Purpose of:		
		(Describe Event)	
Please deliver to:			
	(state exact loca	tion of site)	
Contact Person at site:			
(P	erson who will meet Sh	nowmobile staff prior to event)	
Stage Size: (Select One) 1	4′8″ x 32′	22′8″ x 48′	
Showmobile set-up by:	A.M./P.M. Remov	ve by:A.M./P.M.	
Event Start Time	Event End Tin	ne	
Do you have any special set-up needs or additional services? Such as additional staging etc. (costs may be increased according to special needs)			
	ES OR LOSS THAT MAY OC ME GROUP ADHERENCE TO	CUR DURING THE ABOVE STATED THE REGULATIONS SET FORTH ON	
Signature of Adult		Date	

QUINCY PARK DISTRICT SHOWMOBILE RULES AND REGULATIONS

- 1. All groups or organizations using the showmobile will comply with the laws of the State of Illinois, the City of Quincy, and the ordinances and policies set forth by the Quincy Park District.
- 2. Groups and organizations will assume all responsibility and liability for all persons in attendance. The Quincy Park District will require a certificate of insurance with liability protection of \$1,000,000 naming the Quincy Park District shown as an additional insured.
- 3. Groups will assume all responsibility for any damage to the showmobile or its equipment during the designated period of use. A <u>deposit fee of \$250</u> is required at the time of reserving the showmobile. The deposit fee, less any costs incurred because of damage or cleanup costs, will be returned following the use of the showmobile.
- 4. The showmobile can be rented for use within the Quincy Park District city limits unless otherwise approved. Groups must fill out and sign a rental application agreement and pay the appropriate fee at the time of the reservation.
- 5. Groups or organizations are responsible for seeing that all activities are properly controlled and supervised. If necessary, the Quincy Park District may require additional security for the event.
- 6. Groups or organizations renting the showmobile are responsible for notifying local authorities of their program plans, if necessary. The Quincy Park District may require a letter of approval for the event from other local authorities prior to the rental date(s) of the showmobile.
- 7. Groups or organizations are responsible for cleaning up all areas utilized immediately following events and activities, OR THEY WILL BE CHARGED ACTUAL QUINCY PARK DISTRICT COST OF CLEANUP.
- 8. Groups or organizations are responsible to see that no alcohol or drugs are used by persons on the showmobile.
- 9. The showmobile and all of its equipment will be handled and operated only by authorized Quincy Park District personnel.

- 10. Groups or organizations will vacate the showmobile at the hour designated on the showmobile application.
- 11. The showmobile may not be altered in any way.
- 12. The showmobile will be ready at the hour specified on the showmobile application. Any additional set up time needed should be specified on the rental application.
- 13. Application for use of the showmobile and payment of all applicable fees, including deposit, must be made at least three weeks prior to the date of the event. Refunds, minus \$125 of the deposit, will be granted if cancellations occur at least three business days prior to the scheduled date of the setup. Refunds, minus all of the \$250 deposit, will be given if a cancellation occurs which is less than three working days prior to the scheduled event. Refunds will be given in full in the case of inclement weather minus any costs incurred by the Quincy Park District.
- 14. The showmobile will not be used at any time when there are high winds or when severe weather conditions exist.
- 15. Quincy Park District reserves the right to cancel this agreement anytime at their discretion, without penalty, and with all fees being refunded to the organization.

representing

Name	Organization
,	by agree and will be responsible for full k District <u>Rules and Regulations</u> governing
Signed:	Date:
ATTEST:Quincy Park District	Date:

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