

FOREST PRESERVE DISTRICT WILL COUNTY



Business Permit Application

Thank you for choosing the Forest Preserve District of Will County to host your business request. To submit your application, complete this form and email it to permits@fpdwc.org. Submitting this application does not guarantee the approval of your request, date, or location. Applications must be submitted at least two weeks prior to the permit date. Once your application has been received and reviewed, you will be contacted regarding the approval of your permit. Please complete this form in its entirety.

Applicant Information

Name: _____ Phone: (____) _____ Alt. Phone: (____) _____
Address: _____ City: _____ State: _____ Zip: _____
Email: _____ Driver's License #: _____ DOB: _____

Business Information

Business Name: _____ Applicant's Position: _____
Type of Business: _____
Phone: (____) _____ Email: _____ Is business in Will Co.? Yes No
Address: _____ City: _____ State: _____ Zip: _____

Permit Information

Date/s: _____ Time/s: _____
Location/Preserve: _____ Expected Attendance: _____
Description of Use: _____

List any fees being charged to the participants: _____
Equipment Use/Setup Details: _____

For any activities considered to be "high risk", a certificate of insurance listing the Forest Preserve District of Will County as an "Additional Insured" must be on file with the permit. Details on certificate of insurance requirements can be found on the next page. Please also be sure to read all the attached rules and agree by signing the last page.

FOREST PRESERVE DISTRICT WILL COUNTY



Certificate of Insurance Information

In order to protect the Forest Preserve District of Will County from liability arising out of the activities associated with your function, the District requires that all individuals, groups and organizations desiring to utilize District lands and/or facilities for any activity or circumstance must first obtain a certificate of insurance, verifying comprehensive general liability insurance in effect as of the date of the event indemnifying the District in limits not less than \$1,000,000.00, combined single limit.

The certificate of insurance must specifically name the Forest Preserve District of Will County (17540 W Laraway Rd. Joliet, IL 60433) as an "Additional Insured." Certificates that do not name FPDWC as an "Additional Insured" will not be accepted.

If your business has commercial or comprehensive general liability coverage, your agent should be able to provide you with the required certificate of insurance with the Forest Preserve District of Will County listed as an "Additional Insured."

If your group is an organization without insurance coverage, you could provide these instructions to your homeowner's insurance agent. Many times, your homeowner's insurance carrier will provide the required coverage as an endorsement to your existing policy and issue the certificate. If your agent does not know how to handle this, ask to speak to an underwriter at the insurance company's office.

If you cannot obtain the certificate from your homeowner's insurance carrier or you do not own a home, you may have to purchase a "special events" insurance policy through your agent or an insurance broker. The cost will depend on the nature of the group, the activities planned and the company's evaluation of risk.

The Forest Preserve District of Will County shall not be liable at any time for loss, damages or injury to person or property. Applicant and/or organization agree to hold harmless the Lake County Forest Preserve District, its Commissioners, Officers, Agents, Volunteers, Attorneys and Employees from any and all losses, claims expenses, costs and damages

You must provide the appropriate certificate prior to the processing of your permit. Certificates that do not list the Forest Preserve District of Will County as an "Additional Insured" will not be accepted.

FOREST PRESERVE DISTRICT WILL COUNTY



Please read these Rules and Regulations and agree by signing at the bottom.

1. The permit holder is subject to all rules and regulations contained in the Forest Preserve District of Will County's General Use Ordinance No. 124, the Illinois Criminal Code, the Illinois Vehicle Code, and the Illinois Game and Fish Codes. Falsification of information and/or violation of any of these rules or District ordinances will result in the denial and/or revocation of the permit, forfeiture of the fees, fines, and/or the cancellation/termination of the permitted event.
2. The District assumes no liability for any injuries that occur as a result of the permitted activity.
3. When required, a certificate of insurance listing the Forest Preserve District of Will County as an "Additional Insured" must be on file and valid for the dates of the permitted activity.
4. Permit holder must be 18 years of age or older and present throughout the duration of the reservation.
5. The permit is valid only for the date and time listed on the permit.
6. This permit does not grant permit holder exclusive use of any area.
7. Attendance must not exceed the amount listed on the permit.
8. The District reserves the right to close the preserves and/or limit access within preserves during regular open hours when safety and/or weather conditions warrant such actions.
9. Refunds will not be given for canceled reservations. The District is not responsible for reservations canceled due to inclement weather.
10. Solicitation of any products or services on District property is prohibited.
11. Driving or parking on the grass, sidewalks, or trails is prohibited. Vehicles are only permitted in designated parking areas and on roadways.
12. Cutting trees, limbs or shrubs is prohibited.
13. Music should not be audible beyond the immediate vicinity nor should it disturb other visitors or permitted groups.
14. Using paint to mark a trail is prohibited. If an event requires marking of the trail, chalk must be used.
15. Do not mark on or affix anything to trees, District signs, shelters, structures or buildings. Strapping, pinning, gluing or stapling to any shelter post, table, or other District structure is prohibited.
16. Call 911 in an emergency.
17. In a non-emergency, call the Laraway Communication Center at 815.727.6191 to reach a Forest Preserve officer.

FOREST PRESERVE DISTRICT WILL COUNTY



I agree to the Rules and Regulations as stated above and will abide by the Forest Preserve District of Will County General Regulation Use Ordinance #124.

I agree not to hold the Forest Preserve District of Will County liable for any loss or damage to persons or property arising from my use of the facilities or engaging in the activity for which this permit is granted.

I agree to defend and hold harmless the Forest Preserve District of Will County from any and all claims or actions brought by myself, my heirs, my guests, contractors or invitees, brought as a result of the exercise of the rights granted under this permit.

I have read and understand the rules of the Forest Preserve District for the public lands and their usage. I attest that the information I have provided is factual, accurate and honestly represents the nature and intent of my event. Failure to abide by any of the above rules leaves the permit holder liable and susceptible to receiving a ticket and/or suspension from District property by Forest Preserve District of Will County Police.

By signing below, you are agreeing to abide by the rules and regulations as listed above.

Signature: _____

Date: _____