

FOREST PRESERVE DISTRICT WILL COUNTY



2025 Youth Sport Event Permit Application

Thank you for considering the Forest Preserve District of Will County to host your event. To submit your request, complete this application and email it to permits@fpdwc.org. Submitting this application does not guarantee the approval of your event or the date and location. Once your application has been received and reviewed, you will be contacted regarding approval of your event.

Applications must be submitted no less than two weeks prior to the event date.

If this is a cross-county event, a route map must be submitted with this application.

APPLICANT INFORMATION

Name: _____ Phone: (____) _____ Alt. Phone: (____) _____
Address: _____ City: _____ State: _____ Zip: _____
Email: _____ DOB: _____

SCHOOL/ORGANIZATION INFORMATION

Organization Name: _____ Applicant's Position: _____
Phone: (____) _____ Email: _____
Address: _____ City: _____ State: _____ Zip: _____

EVENT INFORMATION

Type of Activity/Event: _____

Brief Description: _____

Preserve Location: _____ Event Date: _____ Alt. Date: _____

Event Hours: _____ Expected Attendance: _____ Set Up/Arrival Time: _____

Any Event Setup Details: _____

Does your event require use of a picnic shelter? YES NO
(if participants are parking in the preserve, a shelter reservation may be required)

If yes, which shelter? _____

Is this a recurring activity or event? If so, please list all dates: _____

For a list of preserves, shelters and amenities, please visit ReconnectWithNature.org.

CERTIFICATE OF INSURANCE INFORMATION

All sporting events held at a Will County Forest Preserve require the submission of a certificate of insurance listing the Forest Preserve District of Will County as an “Additional Insured” on the permit holder’s policy.

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.

ADDITIONAL INFORMATION

Organized sports activities incur no charge for activities that take place Monday – Friday. Fees for use of preserves on weekends may apply depending on the nature of the activity.

RULES AND WAIVERS

Please read all rules and sign the waiver below. The application with signature must be submitted in its entirety. Applications missing any pages will not be accepted. Photographs of the application will not be accepted.

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.
2. 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.
3. Permit holder must be 18 years of age or older and present throughout the duration of the event.
4. Permit holder must provide the Forest Preserve with a certificate of insurance naming the Forest Preserve District of Will County as an Additional Insured.
5. Permit holder must provide the Forest Preserve with a map of the event route if designated trails are being utilized during the event.
6. The permit is valid only for the date, time, and name listed on the permit.
7. Attendance must not exceed the amount listed on the permit.
8. The Forest Preserve reserves the right to close and/or limit access within preserves during regular open hours when safety and/or weather conditions warrant such actions.
9. All permit sales are final. Refunds will not be given for canceled events. The Forest Preserve is not responsible for events canceled due to inclement weather or other reasons.

10. Driving or parking on the grass, sidewalks, or trails is prohibited. Vehicles are only permitted in designated parking areas and on roadways.
11. Permit holder and all participants must stay on designated trails and walkways.
12. The Forest Preserve prohibits permit holders, guests, and the public from scaling, entering, sitting, walking, or running on historic sites/structures/ruins and protected habitat.
13. Participants running on the trails must remain in a single-file line avoiding clusters and crowding on the trails.
14. A designated crossing guard wearing a reflective vest must be stationed at any trail or roadway crossings to avoid collisions with other trail users or vehicles.
15. All trash must be cleaned up and placed in designated receptacles upon departure.
16. Any signs, decorations, waste, tables, chairs, and any other items brought into the preserve for the event **MUST** be removed prior to departure.
17. Do not mark on or affix anything to trees, Forest Preserve signs, shelters, structures, or buildings.
18. Using paint to mark a trail is prohibited. If an event requires marking of the trail, washable chalk must be used.
19. Drones are prohibited.
20. Cutting trees, limbs, or shrubs is prohibited.
21. Any mowing must be pre-approved by the Forest Preserve.
22. This permit does not grant exclusive use of the preserve or trail. Blocking any roadway, trail, or walkway for other preserve users is prohibited.
23. Permit holder and all guests must exit the preserve at the end time listed on the permit.
 - I acknowledge The Forest Preserve assumes no liability for any injuries that occur as a result of the permitted activity.
 - 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 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.

Signature: _____ Date _____

Call 911 in an emergency.

In a non-emergency, call the Laraway Communication Center at 815.727.6191 to reach a Forest Preserve officer.