



Party Rental Contract

Date of Rental: _____

What's the Occasion?: _____ Who's the VIP? _____

Name: _____ Credit Card Info: V MC DISC _____

Phone Number: _____ Exp: _____ Signature: _____

Email: _____ Cardholders Name (Please Print): _____

Interested in being contacted about catering food for the party: Yes or No (circle one), See Food Policy below for more info.

Studio Rink Private Party

Ice Time, circle the day

- Saturday/Sunday : Agreed upon time _____ Agreed upon Ice Time: _____ on Rink _____

Community Room Rental

- Agreed upon time _____ Agreed upon Room Rental Time: _____

Fee: \$315 w/ room rental, \$190 for Ice only
Total Party Guests: _____ (up to 45)
Estimated # of Skate Rentals: _____
Activity (circle): Free Skate, Hockey, Broomball

NHL Rink or Bumper Car Custom Party

Fee: \$400 Rink A/B only or \$390 Bumper Car w/Room or \$265 w/o
Total Guests: _____
Estimated # of Skate Rentals: _____
Activity (circle): Free Skate, Hockey, Broomball, Bumper Car

Facility Usage, Payment, Refund and Food Policy

Facility Usage 1. The times listed above are for the sole use of the customer. The customer is not entitled to use the facility before or after the times listed.

2. Time for setup and takedown is included in the requested rental booking.

Glenview Ice Center will provide no supervision for meetings or parties.

3. Rooms must be left in the condition in which they were found. Clean-up is the responsibility of the customer.

Payment 1. Payment is due at the time of reservation.

2. A reservation may be put on hold for up to 48 hours, prior to booking.

Refund 1. If a refund due to extenuating circumstances is requested at least 48 hours prior to the rental date, a refund will be issued. No refund will be issued due to a request within 48 hours of the rental date.

Food 1. Snack items, desserts and some beverages may be brought in from outside vendors. Core meal and beverage items that are available through either Joe Donut or North Branch must be purchased through their catering menus. Park District staff will relay booked rentals information to appropriate restaurant management contact and restaurant management will be in touch within 2-3 business days.

2. If core meal items are brought in from the outside and the appropriate catering avenue is not utilized, a \$200 charge will be collected using the card on file.

3. Core meal items include coffee, donuts, bagels, sandwiches, pizza, pasta, party trays, burgers, tacos, wings, salads, etc. Questions on core meal items should be addressed with restaurant management ahead of time.

4. To initiate contact yourself, please use events@northbranchglenview.com or 847-813-6400

"I have read and agree to the facility usage, payment, refund and food policy as stated above."

Signature: _____

Date: _____

Day of Party Information

1. Where should we go when get to the Glenview Community Ice Center?

- Please head to the front desk and let staff know that the party has arrived. Staff will go over the detailed times of your rental, provide you with a cart to help bring large items into the building, inform you where the elevator is, and where the rink is located.

2. What is the best way for party guests to get skates?

- Guests may arrive 10-15 minutes ahead of your rental time to get skates and lace up. As guests arrive, please stop at the front desk and let staff know you are here for the party. Provide your shoe size and staff will provide you with rental skates to take down to the rink. After skating, skates should be returned to the front desk.

3. How does the music work in the rink?

- The rinks play our house music, connect to an aux cord or Bluetooth, or play CDs (main rinks). Staff will show you the setup and how it works in the specific rink you are in. Our house music is classic rock.

4. Can we request tables in the rink?

- Yes, if you are not renting the room before or afterwards. We can setup 1-2 tables for gifts or goodie bags to be taken home, after the party.

Bumper Car Rider Requirements and Rules

Drivers must be 6 years or older and at least 48 inches tall and under 300 lbs

Riders must wear flat, closed-toe-shoes – flip flops, sandals and heeled shoes are prohibited

Whenever the bumper car is on (indicated by the lights on the car being on), remain seated

Sign a waiver; children under 18 years require a parent or guardian's signature

Feet, hands, arms, must remain within the boundaries of the bumper car at all times

Secure any personal belongings prior to the ride

Follow announcements and obey staff instructions

For the safety of all participants, all guidelines must be followed in order to ride.

Bumper Car Actions and Behaviors Not Permitted

Children or objects on driver's lap, Use of mobile phones or cameras during the ride, Never use your hand, foot, or any part of your body to collide or bump into another bumper car, riders under the influence of alcohol or drugs, riders who have a medical condition that could be aggravated as a result of the ride, riders who are pregnant

Waiver and Release of All Claims and Assumption of Risk

Please read this form carefully and be aware that in signing up and participating, in this program/activity, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain as a result of participating in any and all activities connected with and associated with this program/activity (including transportation services/vehicle operation, when provided).

I recognize and acknowledge that there are certain risks of physical injury to participants in this program/activity, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that my minor child/ward or I may sustain as a result of said participation. I further agree to waive and relinquish all claims I or my minor child/ward may have (or accrue to me or my child/ward) as a result of participating in this program/activity against the Glenview Park District, including its officials, agents, volunteers and employees (hereinafter collectively referred as "Glenview Park District").

I do hereby fully release and forever discharge the Glenview Park District from any and all claims for injuries, damages, or loss that my minor child/ward or I may have or which may accrue to me or my minor child/ward and arising out of, connected with, or in any way associated with this program/activity.

I understand that photos and videos are periodically taken of people participating in Glenview Park District programs and activities and I agree that any photograph or videotape taken by the park district of me or my minor child/ward while participating in a park district program or activity may be used by the park district for promotional purposes including its electronic media, videotapes, brochures, flyers and other publications without additional prior notice, permission or compensation to the participant.

I have read and fully understand the above important information, warning of risk, assumption of risk and waiver and release of all claims. If registering via fax, your facsimile signature shall substitute for and have the same legal effect as an original form signature.

PARTICIPATION WILL BE DENIED if signature of adult participant or parent/guardian and date are not on this waiver:

Signature: _____

Date: _____

Do you need any accommodations, in accordance with the Americans with Disabilities Act, to effectively participate in the above activities?

Yes: ____ No: ____ If yes, please indicate: _____