



# Villa Park Party Trailer

Parks, Buildings and Grounds Division  
42 West Home Ave.  
Villa Park, IL 60181

Phone (630) 834-3051 Fax: (630) 834-9591  
www.invillapark.com

**VILLA PARK • Parks & Recreation** offers rental of a party trailer for all your party needs. Rental of the trailer is available for residents of incorporated Villa Park, May through October. Party trailer can be used for Block parties, Organization events and Residential parties. Party trailer includes 10 tables, 100 chairs, 10x10 tent, 2 bean bag game sets, sound system, traffic barricades, drop-off and pick-up services. The cost for renting the party trailer is \$50 and a deposit of \$100 is required at the time of reservation.

Reservations will be accepted on a first come, first served basis. To reserve the trailer, please fill out this form, which must be returned via email to Yolanda Clark at [yclark@invillapark.com](mailto:yclark@invillapark.com) or dropped off the Parks Office at 42 W. Home Ave Villa Park 60181. For more information regarding rental of the party trailer, please contact Yolanda at 630-834-3051.

### CONTACT INFORMATION

Organization Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Approved: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

### RESERVATION INFORMATION

Event Type or Name: \_\_\_\_\_  
1st Choice Day and Date: \_\_\_\_\_  
2nd Choice Day and Date: \_\_\_\_\_  
Party Trailer to be dropped off: On Street or In Driveway Drop off date: \_\_\_\_\_ Drop off time: \_\_\_\_\_  
Payment: Visa/ Mastercard/ Discover Pick up date: \_\_\_\_\_ Pick up time: \_\_\_\_\_  
Last four digits of Credit Card:     Expiration:      
Name on Card: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- The contact person age 18 or older must be available on-site to receive the key at the drop off. Drop of Party Trailer will be the day before of event and pick up will be the day after event.
- Cancellations must be made at least fourteen (14) days prior to the drop-off date. Cancellations made less than 2 weeks prior to the drop-off date may forfeit the \$50.00 rental fee.
- In case of any damage or loss of the Party Trailer and/or its contents, or said items are not returned clean and in good repair, I authorize the Villa Park– Parks & Recreation to charge my credit card for the cost of the cleaning and/or repairs, and/or replacements for the Party Trailer and its contents.
- By signing below, I agree that I am responsible for this Party Trailer and abide to this agreement.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

In case of an emergency during day of rental, please contact Supt. Brian Roche at 630-327-1146.

Date: \_\_\_\_\_ Approved by: \_\_\_\_\_ PD Notified: \_\_\_\_\_



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### **Waiver/Release of All Claims and Emergency Treatment Permission**

Please read this form carefully and be aware that by signing this form and renting the Villa Park Party Trailer you will be waiving and releasing all claims for injuries you, children and/or any participant might sustain arising out of the Party Trailer Program.

### **Release and Hold Harmless Agreement**

As a participant in this Villa Park Party Trailer program, I recognize and acknowledge that there are certain risks of injury and I waive and relinquish all claims I or my children may have as a result of participating in renting of the Party Trailer against the Village of Villa Park and its officials (either elected or appointed), commissioners, officers, agents, employees, and volunteers. I further agree to indemnify, hold harmless and defend the Village of Villa Park and its officials (either elected or appointed), commissioners, officers, agents, employees, and volunteers from and against any and all claims, suits, or cause of actions, including reasonable attorney's fees, sustained or caused by myself or my children arising out of, in connection with, or in any way associated with the activities of this rental.

I hereby waive, release and forever discharge any and all claims against the Village of Villa Park and its officials (either elected or appointed), commissioners, officers, agents, employees, and volunteers for damages and/or injuries which may arise from my participation in the Party Trailer program.

### **Acknowledgement**

I have read and fully understand the registration policies, the "Release and Hold Harmless Agreement". This release authorization form is completed and signed of my own free will even though I understand it is a requirement for participation this program. I represent to the Village of Villa Park that I am familiar with the Party Trailer program and its physical demands and I attest and verify that the participant, whether myself or other contact person is physically fit for this.

### **Photo Consent**

I understand and give my consent for me/other contact to be photographed while participating in a Village of Villa Park Party Trailer program or event. I understand that these photos may be used in printed material, electronically as well as on the Park and Recreation web site for publicity purposes.

**IN WITNESS WHEREOF**, the Participant has executed this Release as of the date written below.

Participant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_