



LILY PAD SPRINGS PRIVATE PARTY APPLICATION
ACCIDENT WAIVER, RELEASE OF LIABILITY AND INDEMNITY/HOLD HARMLESS AGREEMENT

Rental applications are limited to WB Residents Only. Guests may be from outside of the township.

DAY/ DATE _____ / _____ CHECK-IN **6:30pm** CHECK-OUT **8:30pm**
(M, TU, W, TH, F, SA, SU) / (Month/Date/Yr.)

Lily Pad Springs: 6200 Farmington Rd., West Bloomfield, MI 48322

- Splash Pad (access + water on*) 6:30-7:30pm

*Water is turned off at 7:30pm and guests must relocate to Tent outside the black gated area.

- Tents* 6:30-8:30pm

*There are two tents. The first tent has one picnic table under it and the second, adjacent to the first, has four picnic tables. Each table seats 8 (adults) which total, would seat 40 comfortably. Relocation of picnic tables from one area to another is NOT permitted. You can have access to the tent no more than 15 minutes before the start of your rental. No exceptions.

Purpose of Use: _____

Estimated Attendance: _____
Limited to 100.

Set-Up:

Below I am making West Bloomfield Parks aware of additions I may want at my rental. By selecting **Food Truck**, I understand I am not authorized to allow these at my rental until a copy of the insurance from the vendor has been approved and is on file.

Insurance required:

- Food Truck
- DJ
- Live Band

- Caterer-Recommended
- Pop Up 10x10 Tent-
For Gifts/ Cake
- Ice Cream Cart
- Any other request:

Three parking spots closest to the sidewalk and entrance, will be reserved for the party to allow for the most convenient access to drop off supplies.

Individual/Organization Name*: _____

***Limited to West Bloomfield Township residents only; Driver's license required with application.**

Authorized Representative (If applicable) _____

Street Address: _____ City _____

State: _____ Zip: _____ Email Address: _____

Main Phone: _____ Alternate Phone: _____

FEES

Rental Rate: \$500

Security Deposit: I understand that I will have a \$200 security deposit for damages billed to my WB Parks account. Upon completion of the rental and a satisfactory inspection by a WB Parks representative (and no damages or additional costs are incurred), the fee will be removed from my WB Parks account. If I do not meet the stipulations covered in the General Rules and Responsibilities, listed on this application, I will pay the security deposit or any portion thereof to cover costs incurred, within one week following my rental.

Signature of Renter: _____

Date: _____

Staff Signature: _____

Date: _____

GENERAL RULES AND RESPONSIBILITIES OF RENTER

1. Renter must be at least 21 years of age to rent. Renter must be present the entire duration of the event. If the event includes youth under the age of 18, there must be a ratio of 1 adult to every 10 youth. A Driver's License is required for each rental permit application.
2. Residents are not permitted to reserve or rent facilities for non-residents.
3. All fees and charges for the rental of rooms, shelters, facilities and park areas are refundable minus a \$20 administrative fee, if full notice of cancellation is received at least 30 days prior to the rental date. Refunds will not be granted with less than 30 days remaining prior to the rental date. If a rental must be canceled due to weather or COVID 19, a refund will not be issued. West Bloomfield Parks will make every attempt to reschedule the rental date during the calendar season.
4. Transfers will be granted based on availability and will incur a \$20 administrative fee.
5. Renter must provide all completed forms, required fees and security deposits at the time of reservation. If deemed necessary renter must provide the requested documentation including a signed waiver of liability or certificate of insurance.
6. Renter will be charged for damages and improper clean-up of the facility. If materials, trash, litter, and debris are not disposed of properly by the end of your rental, you will forfeit the entire security deposit. Facility personnel will inspect the site at the end of your rental period. Renter also assumes full responsibility for clean-up costs and damages incurred to rented West Bloomfield Parks' property beyond the extent of the security deposit.
7. The consumption of alcoholic beverages at West Bloomfield Parks and Recreation Commission parks and facilities are prohibited by Township ordinance. West Bloomfield Parks' facilities are non-smoking.
8. Any decorations beyond table cloths and centerpieces must be approved by West Bloomfield Parks (i.e. hay bales, candles, banners, confetti, piñatas, etc.) for the safety of participants, and to properly maintain the facility. No items are to be attached to the walls or ceilings.
9. Renter may not sell any items, food or refreshments, or services to participants, unless prior approval (more than 14 days) by the West Bloomfield Parks' Executive Director or designee.
10. Any person in attendance who behaves in an inappropriate or illegal manner will be asked to leave the premises. All requests and directives by a West Bloomfield Parks and Recreation Commission staff person must be followed. All applicable Township laws, Township ordinances and Park rules will be obeyed.
11. For the duration of the rental period, renter must assume the responsibility to have adequate safety measures in place to protect the safety of those in attendance, such as, access to a telephone for 911 services and first aid materials.
12. Materials/equipment will not be used in a manner that could cause bodily injury or property damage.
13. Rental of a West Bloomfield Parks facility does not imply co-sponsorship by the West Bloomfield Parks and Recreation Commission. Please do not include West Bloomfield Parks' telephone number as a contact for your event.
14. Facilities must be used for their stated purpose, unless prior approval (more than 14 days) by the West Bloomfield Parks' Executive Director or designee. Requests may be denied for competing or conflicting uses.
15. DJs, live bands, caterers, portable pop up 10x10 tents, ice cream cart, food trucks, and any other outside forms of entertainment are permitted but must be disclosed with West Bloomfield Parks at the time of the permit application. The appropriate insurance forms must be provided for food trucks.
16. Vehicles are not allowed to drive off roads nor parking lots. Equipment and supplies must be carried in or moved by hand cart only. Vender services are limited to those affiliated with the rental only.
17. The Township noise ordinance must be adhered to before, during and after the event.
18. The following are NOT PERMITTED at any facility: water balloons, silly string, petting zoos, rides, amusements, inflatable games, dunk tanks, generators, hot or cold air balloons and ice cream trucks.
19. Gas or charcoal grills, any fire source be it propane or charcoal, Open fires, wood fires, outdoor fryers and boilers are **NOT PERMITTED.**
20. Bouncers are only permitted at Bloomer Park and must be rented through Oakland County Parks.

ACCIDENT WAIVER, RELEASE OF LIABILITY AND INDEMNITY/HOLD HARMLESS AGREEMENT

To the fullest extent permitted by law, _____ (Name of Renter) agrees to defend, pay on behalf of, indemnify, and hold harmless the West Bloomfield Parks & Recreation Commission, the Charter Township of West Bloomfield, its elected and appointed officials, employees and volunteers and others working in behalf of the West Bloomfield Parks & Recreation Commission and the Charter Township of West Bloomfield against any and all claims, demands, suits or loss, including all costs connected therewith, and for any damages which may be asserted or claimed or recovered against or from West Bloomfield Parks & Recreation Commission, the Charter Township of West Bloomfield, its elected officials, employees, volunteers or others working in behalf of West Bloomfield Parks & Recreation and the Charter Township of West Bloomfield, by reason of personal injury or death and/or property damage, including loss of thereof, which arises out of or is in any way connected or associated with this rental.

I have read and understand all of the rules and policies listed.

Signature of Renter: _____

Date: _____

Complete and return (with Driver's License) to:
West Bloomfield Parks | 4640 Walnut Lake Rd | West Bloomfield, MI 48323
| P. 248-451-1900 | F. 248-738-2529 | info@wbparcs.org

