



349 W. Birchwood
Morton, IL 61550
Phone: (309)263-7429

Email: info@mortonparkdistrict.com
Web: www.mortonparkdistrict.com

COMMISSIONERS:
Shaun Bill
Kris Goergen
Tate Kaiser
Mike Kaluza
Kip Taufer

Large Room: _____ Small Room: _____

Date: _____ Rental Fee: _____ PAID: _____ Deposit: _____ PAID: _____

Freedom Hall Rental Agreement

Name of Organization/Event: _____

Person Making Application (name): _____

Address: _____ Home Phone: _____

_____ Cell Phone: _____

Email Address: _____

Date Requested: _____ Day of Week: _____

Hours Requested: _____ Total Expected Attendance: _____

This Organization is a: Civic () Religious () School ()
 Charity () Service () Commercial ()
 Private () Other () explain: _____

Is this group based within the Morton Park District? Yes () No ()

If yes, approximately what percentage of the membership resides within the boundaries of the Morton Park District? _____

Do you understand that Morton Park District requires a separate, approved agreement for rentals that will involve consumption or possession of alcohol at Freedom Hall? Yes () No ()

Will there be admission charged or merchandise sold? Yes () No ()

If yes, please explain how proceeds will be used: _____



349 W. Birchwood
Morton, IL 61550
Phone: (309)263-7429

Email: info@mortonparkdistrict.com
Web: www.mortonparkdistrict.com

COMMISSIONERS:
Shaun Bill
Kris Goergen
Tate Kaiser
Mike Kaluza
Kip Taufer

Rental Fees

Non-Alcohol Deposit: A refundable damage and clean-up deposit of \$50.00 is required for **Non-Alcohol** rentals made payable at the time of reservation. Depositors forfeit \$25.00 of the deposit if rental is cancelled. Depositors forfeit the full deposit amount if rental is cancelled with less than 7 days notice.

Alcohol Deposit: A refundable damage and clean-up deposit of \$200.00 is required for **Alcohol** rentals made payable at the time of reservation. Depositors forfeit \$100.00 of the deposit if rental is cancelled. Depositors forfeit the full deposit amount if rental is cancelled with less than 7 days notice.

Resident (Non-Alcohol) Rental Fees (Due at time of reservation)

Affiliate Groups.....\$30/hr. (2hr./\$60 max.)
Resident Rental Rate.....\$60/hr. (\$360 max.)

Non-Resident (Non-Alcohol) Rental Fees (Due at time of reservation)

Non-Resident Rental Rate.....\$90/hr. (\$540 max.)

Resident (Alcohol) Rental Fees (Due at time of reservation)

Affiliate Groups.....\$60/hr. (2hr./\$120 max.)
Resident Alcohol Rental Rate.....\$120/hr. (\$720 max.)

Non-Resident (Alcohol) Rental Fees (Due at time of reservation)

Non-Resident Alcohol Rental Rate.....\$180/hr. (\$1,080 max.)



349 W. Birchwood
Morton, IL 61550
Phone: (309)263-7429

COMMISSIONERS:
Shaun Bill
Kris Goergen
Tate Kaiser
Mike Kaluza
Kip Taufer

Email: info@mortonparkdistrict.com
Web: www.mortonparkdistrict.com

Large Room Equipment Needed

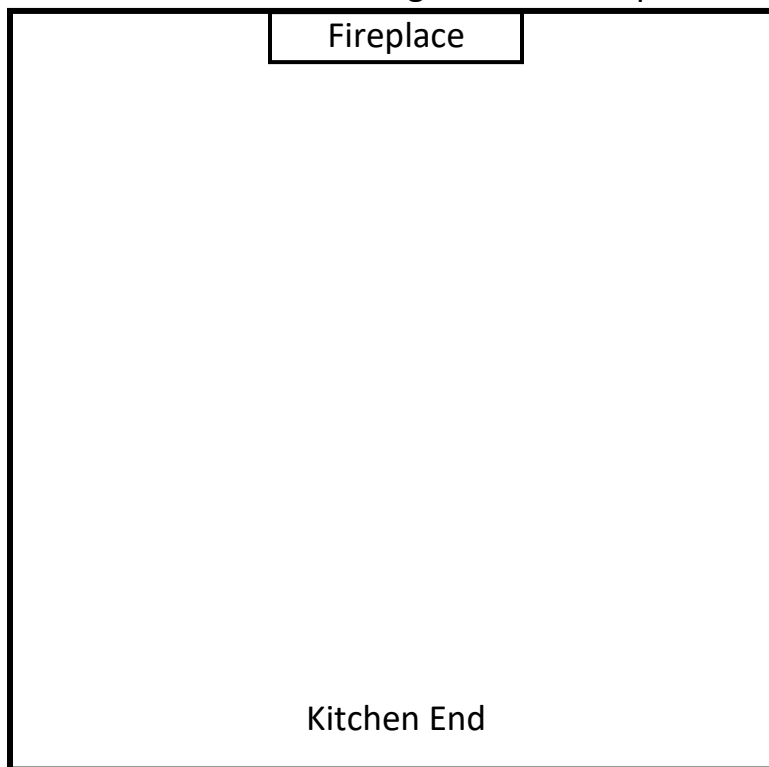
Date: _____ Day of Week: _____ Open at: _____ Close at: _____

Chairs: _____ Tables: _____ Piano: _____

Lectern: _____ Extension Cord: _____ Kitchen: _____

****NO ALCOHOLIC BEVERAGES ALLOWED IN FREEDOM HALL WITHOUT A SEPARATE, APPROVED ALCOHOL AGREEMENT! NO EXCEPTIONS!****

****Please Draw a Diagram For Set-Up****



Some Suggestions: For a large group of people, it is better to place tables in straight rows rather than at a diagonal. Also, serving tables seem to work best close to the kitchen for refilling bowls, trays, etc...

Freedom Hall (44'x39') can be set up for approximately 135 people for a sit-down type of meal in the large room. The smaller room can hold approximately 40 people in a sit-down type of setting. For lecture type meetings with chairs only, the hall can hold approximately 135 people.



349 W. Birchwood
Morton, IL 61550
Phone: (309)263-7429

Email: info@mortonparkdistrict.com
Web: www.mortonparkdistrict.com

COMMISSIONERS:
Shaun Bill
Kris Goergen
Tate Kaiser
Mike Kaluza
Kip Taufer

**Use of the small meeting room (24'x29') - \$30/hr. for residents/ \$45/hr. for non-residents(Due at the time of reservation). (no additional charge if combined with a Large Room Rental if available).

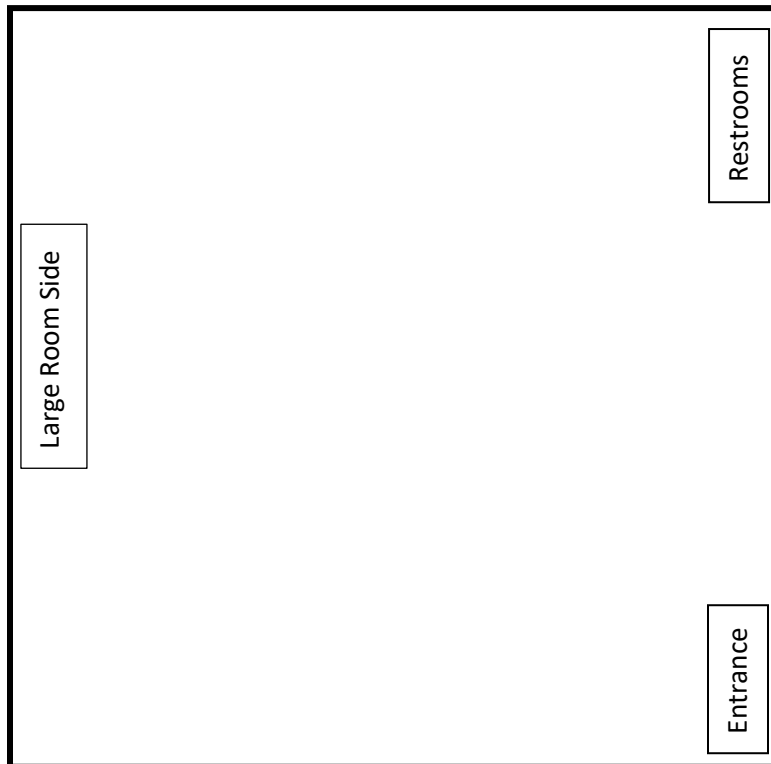
Small Room Equipment Needed

Date: _____ Day of Week: _____ Open at: _____ Close at: _____

Chairs: _____ Tables: _____ Extension Cord: _____

NO ALCOHOLIC BEVERAGES ALLOWED IN FREEDOM HALL WITHOUT A SEPARATE, APPROVED ALCOHOL AGREEMENT! NO EXCEPTIONS!

****Please Draw a Diagram For Set-Up****



The small room can comfortably hold approximately 40 people in a sit-down type of setting.



349 W. Birchwood
Morton, IL 61550
Phone: (309)263-7429

Email: info@mortonparkdistrict.com
Web: www.mortonparkdistrict.com

COMMISSIONERS:

Shaun Bill
Kris Goergen
Tate Kaiser
Mike Kaluza
Kip Taufer

Freedom Hall

Freedom Hall was built as a community project that would provide a lasting tribute to our nation's 200th birthday. The beautiful facility located at 349 W. Birchwood is a testimonial to all those who dedicated their time and effort to make Freedom Hall a reality. Freedom Hall is operated and maintained by the Morton Park District and is available for rental by public and private groups. The hall contains a 44'x39' large room with a full-service kitchen and a 24'x29' small room.

RULES FOR USE OF FREEDOM HALL

It is understood that all individuals, groups and organizations using Freedom Hall will comply with all ordinances and rules set forth by the Park District and all laws of the State of Illinois and ordinances of the Village of Morton.

1. A refundable damage and clean-up deposit of \$50.00 is required for non-alcohol rentals. Depositors forfeit \$25.00 of the deposit if the rental is cancelled. The FULL deposit will be forfeited if the rental is cancelled with less than seven days notice.
2. A refundable damage and clean-up deposit of \$200.00 is required for **alcohol** rentals. Depositors forfeit \$100.00 of the deposit if the rental is cancelled. The FULL deposit will be forfeited if the rental is cancelled with less than seven days notice.
3. All renters are responsible for the setting up of tables and chairs for their own rental.
4. The group will vacate the building at the hour requested in the contract or forfeit the FULL deposit.
5. Organizations using the facility may not use it as a mailing address or storage area.
6. The person who completed the rental agreement must be in attendance at all times of the rental.
7. The person who completed the rental agreement should supervise all of their participants and leave the facility in an acceptable condition which includes taking down all decorations, disposing of all trash in the outside dumpster, clean used kitchen utensils and put them away. Please leave dish towels in kitchen as we will wash them.
8. Alcoholic beverages are PROHIBITED BY LAW without a separate, approved alcohol agreement. Violators will be prosecuted.
9. All proposed decorations on Park District property must be specified and approved in the rental contract. NO USE OF TAPE FOR DECORATIONS WILL BE ALLOWED ON THE WALLS.
10. NO SMOKING is permitted in the facility.
11. All activities shall be family-oriented and appropriate for attendance by persons of any age.



349 W. Birchwood
Morton, IL 61550
Phone: (309)263-7429

Email: info@mortonparkdistrict.com
Web: www.mortonparkdistrict.com

COMMISSIONERS:

Shaun Bill
Kris Goergen
Tate Kaiser
Mike Kaluza
Kip Taufer

Application Process

1. Groups desiring to rent Freedom Hall must make a formal application at the Morton Park District Office, 349 W. Birchwood or by calling the Park District at (309)263-7429.
2. Rental applications will be accepted no sooner than 12 months prior to the scheduled event. Applications must be submitted at least one week prior to the requested date.
3. All information requested by the Morton Park District must be submitted on the application and the Park District reserves the right to classify all organizations.
4. All rentals will be issued on a first-come, first-serve basis after Park District activities/programs have been scheduled.
5. An adult representative for all groups of minors must make application in person. An adult chaperone ratio of one adult per ten minors is required.
6. Proof of insurance identifying the Morton Park District as additionally insured may be required by the Morton Park District for any Commercial Enterprise.
7. The supplying of inaccurate information in the application or violation of Park District rules will be cause for forfeiture of full deposit and revocation of the application as well as future applications.
8. The Morton Park District is not responsible for accidents, injury, or loss of individual's property on Park District Property.
9. The Morton Park District reserves the right to deny rental or subsequent use of any of its facilities or equipment.



349 W. Birchwood
Morton, IL 61550
Phone: (309)263-7429

Email: info@mortonparkdistrict.com
Web: www.mortonparkdistrict.com

COMMISSIONERS:
Shaun Bill
Kris Goergen
Tate Kaiser
Mike Kaluza
Kip Taufer

ASSUMPTION OF RISK AND WAIVER OF LIABILITY

In consideration for the participation of the below-referenced individual (the "participant") or individuals ("participants") in the Morton Park District (the "Park District") program(s) set forth below and entry into and use of Morton Recreation Center, Freedom Hall, Barn at Bull Run and/or any other Park District park(s) and/or facilities, I hereby release, covenant not to sue, discharge, and hold harmless the Park District, its Commissioners, employees, agents, contractors, insurers, attorneys and representatives, **on behalf of myself and the participant(s)**, from and for any claims for any injury or damage to myself and/or the participant(s), including, but not limited to, personal injury, disability, death, illness, damage, property damage, loss, claim, liability, or expense, of any kind, that I or the participant(s) may experience or incur in connection with my or the participant(s)' attendance of and/or participation in Park District programs and/or use of Park District facilities, specifically including, but not limited to, the Park District program(s) set forth below and the use of the Morton Recreation Center, Freedom Hall, Barn at Bull Run and/or any other Park District park(s) and/or facilities therefor ("Claims"), including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto.

I understand and agree that this assumption of risk, waiver and release includes and covers, but is not limited to, any Claims of myself and the participant(s) based on the actions, omissions, or negligence of the Park District, its Commissioners, employees, agents, contractors, insurers, attorneys and/or representatives.

In consideration for the participation of the participant(s) in the Park District program(s) set forth below and entry into and use of Morton Recreation Center, Freedom Hall, Barn at Bull Run and any other Park District park(s) and/or facilities, I acknowledge and voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to myself and/or the participant(s), **on behalf of myself and the participant(s)**, including, but not limited to, personal injury, disability, death, illness, damage, loss, claim, liability, or expense, of any kind, that I and/or the participant(s) may experience or incur in connection with my or the participant(s)'s attendance of and/or participation in Park District programs and/or use of Park District facilities, specifically including, but not limited to, the Park District program set forth below and the use of the Morton Recreation Center, Freedom Hall, Barn at Bull Run and/or any other Park District park(s) and/or facilities therefor.

By signing this assumption of risk, waiver and release agreement, I agree for myself and/or for the participant(s) to follow all federal and state laws and regulations and all Park District rules and regulations ("Federal and State Regulations and Park District Rules") while participating in, attending and/or spectating at Park District programs, including, but not limited to, participating in, attending and/or spectating at the Park District program set forth below and using the Morton Recreation Center, Freedom Hall, Barn at Bull Run and other Park District park(s) and/or facilities therefor.

I further understand and acknowledge that the Park District may immediately revoke my and/or the participant(s)' attendance at and/or participation in the Park District program(s) set forth below or any other Park District program and/or my or the participant(s)'s use of the Morton Recreation Center, Freedom Hall, Barn at Bull Run and/or any other Park District park(s) and/or facilities, at any time, for violation of and/or failure to follow and adhere to the Federal and State Regulations and Park District Rules.

RELEASE AND HOLD HARMLESS AGREEMENT

In consideration of the Park District accepting the participant(s) for this program, I hereby for myself, the participant(s) and the heirs, executors and administrators of myself and the participant(s), waive and release any and all rights, claims or causes of action which I and/or the participant(s) may have against the Park District for any loss, damage or injury arising out of any activity sponsored by the Park District. If a participant is a minor, I do further agree to indemnify and hold harmless the Park District, its Commissioners, officers and employees, from any claim for any loss, damage or injury sustained by the minor, including reasonable attorney fees incurred in defense thereof. No participant herein has any physical disability which would prevent him/her from participating in this program or which would be aggravated by participation in this program. I and the participant(s) understand that no medical insurance is provided for program participants, and I and the participant(s) agree to accept full responsibility in case of an injury. **I HAVE CAREFULLY READ AND FULLY UNDERSTAND ALL PROVISIONS OF THIS ABOVE-REFERENCED ASSUMPTION OF RISK, WAIVER AND RELEASE, AND FREELY AND KNOWINGLY ASSUME THE RISK AND WAIVE AND RELEASE THE RIGHTS OF MYSELF AND THE PARTICIPANT(S) CONCERNING LIABILITY AS DESCRIBED ABOVE, ON BEHALF OF MYSELF AND THE PARTICIPANT(S).**

Printed Name: _____

Signature: _____

Date: _____