

### 2024 Youth Sporting Permit Application

Thank you for choosing the Forest Preserve District of Will County to host your sporting event/activity. To submit your request, please complete this application to the best of your ability. When finished, submit your application by email to [permits@fpdwc.org](mailto:permits@fpdwc.org). Submitting this application does not guarantee the approval of your event/activity or the date and location. Applications must be submitted no less than 30 days prior to requested event date. Once your application has been received and reviewed, you will be contacted regarding approval. If you are applying for an event/activity in which participants will be using Forest Preserve trails, you must provide a map of the trail usage with your application.

#### Team Information

Organization/School: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Is the organization in Will County?    yes    no

#### Applicant Information

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant position in organization: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Alternate Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

#### Event/Activity Information

Sport: \_\_\_\_\_ Description of activity: \_\_\_\_\_

Preserve Location \_\_\_\_\_ Attendance: \_\_\_\_\_

Date: \_\_\_\_\_ Alt. Date: \_\_\_\_\_ Time: \_\_\_\_\_ - \_\_\_\_\_ Set-up start time: \_\_\_\_\_

What sort of set up is involved? \_\_\_\_\_

Will this be a reoccurring event/activity?    yes    no    If yes, please list all dates below with start and finish times

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Additional Information**

Organized sports activities incur no charge for activities that take place Monday – Friday. Fees for use of preserve on weekends may apply depending on the nature of the activity. All sporting events of activities are required to submit a certificate of insurance prior to the approval of the permit.

**Certificate of Insurance Information**

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.

If your business has commercial or comprehensive general liability coverage, your agent should be able to provide you with the required certificate of insurance with the Forest Preserve District of Will County listed as an “Additional Insured.”

If your group is an organization without insurance coverage, you could provide these instructions to your homeowner’s insurance agent. Many times, your homeowner’s insurance carrier will provide the required coverage as an endorsement to your existing policy and issue the certificate. If your agent does not know how to handle this, ask to speak to an underwriter at the insurance company’s office.

If you cannot obtain the certificate from your homeowner’s insurance carrier or you do not own a home, you may have to purchase a “special events” insurance policy through your agent or an insurance broker. The cost will depend on the nature of the group, the activities planned and the company’s evaluation of risk.

The Forest Preserve District of Will County shall not be liable at any time for loss, damages or injury to person or property. Applicant and/or organization agree to hold harmless the Forest Preserve District of Will County, its Commissioners, Officers, Agents, Volunteers, Attorneys and Employees from any and all losses, claims expenses, costs and damages

*You must provide the appropriate certificate prior to the processing of your permit. Certificates that do not list the Forest Preserve District of Will County as an “Additional Insured” will not be accepted.*

**Office Use Only**

- Staged Event
- Sport Game/s
- Activity

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

COI Received: \_\_\_\_\_

Initials: \_\_\_\_\_

Permit #: \_\_\_\_\_

Notes:

**Please read the Youth Sports Use Rules and Regulations and agree by signing at the bottom**

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 rules, regulations, or Forest Preserve 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. This permit grants the permit holder use of the specified space and does not include exclusive use of that space.
4. Permit holder must provide the Forest Preserve with a certificate of insurance naming the Forest Preserve District of Will County as additionally insured.
5. Permit holder must provide the Forest Preserve with a map of the event route if Forest Preserve trails are being utilized during the event.
6. Applications must be submitted no less than 2 weeks prior to the requested activity.
7. Permit holder must be 18 years or older and present throughout the duration of the activity.
8. The permit is valid only for the date, time, and name listed on the permit.
9. Attendance must not exceed the amount listed on the permit.
10. The Forest Preserve reserves the right to close the preserves and/or limit access within preserves during regular open hours when safety and/or weather conditions warrant such actions.
11. Refunds will not be given for canceled activities. The Forest Preserve is not responsible for activities canceled due to inclement weather.
12. The Forest Preserve assumes no liability for any injuries that occur as a result of your function or activity.
13. No driving or parking on the grass, sidewalks, or trails. Vehicles are only permitted in designated parking areas and on roadways.
14. Permit holder and participants are prohibited from being off designated trails at any time before, during, or after the activity.
15. Activities involving runners, such as cross country, must ensure that participants remain single-file and avoid running in clusters thus crowding the trails.
16. Activities involving runners, such as cross country, must provide a designated crossing guard at any trail intersection to prevent participants from colliding with other trail users.
17. Cutting trees, limbs, or shrubs is prohibited.
18. Any mowing of turf must be pre-approved by the Forest Preserve.
19. Any signage is to be placed into the ground only; no signage can be attached to trees or other structures.
20. Signage is to be installed, and must be removed, on the day of the activity.
21. The sale and/or solicitation of any product or service is prohibited.
22. Use of devices capable of discharging a projectile is prohibited.
23. Glitter, rice, silly string, confetti, birdseed, and water balloons are prohibited.
24. Using paint to mark a trail is prohibited. If an activity requires marking of the trail, chalk must be used.
25. Do not mark on or affix anything (tents, signs, banners, balloons, piñatas, etc.) to trees, Forest Preserve signs, shelters, structures, or buildings. Strapping, pinning, gluing, or stapling to any shelter post, table, or other District structure is prohibited.
26. Any decorations, waste, tables, chairs, and any other items brought into the preserve for the activity must be removed prior to departure.
27. Call 911 in an emergency.

28. In a non-emergency, call the Will County Sheriff's dispatch at 815.727.6191 to reach a Forest Preserve officer.

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 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 of my event and intent. 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.

*By signing below you are agreeing to abide by the rules and regulations as listed above*

Signature: \_\_\_\_\_

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