

VILLAGE OF BRADLEY
LIL'S PARK PAVILION
1373 NORTH STREET
(815) 932-2125

Police non-emergency
815-933-3315

APPLICATION & POLICY

The Pavilion at Lil's Park is available for rent. Reservations will be made in your name when your completed application and **\$25.00 non-refundable fee** is received in the Village's Main Office.

Office Hours are Monday thru Friday from 8:00am to 4:30pm

Bathroom facilities are also available. The use of these requires an additional \$25.00 key deposit. Deposit can be made when keys are picked up at the Village's Main Office just prior to your event.

**Keys for Saturday & Sunday events must be picked up before 4:30pm on Friday.
NO EXCEPTIONS!**

Deposits will be returned after both an inspection of the premises and receipt of the keys has been made. It is your responsibility to make sure the area is cleaned and locked before you leave. Please see the back of this page.

NAME	PHONE	
ADDRESS	PERSON IN CHARGE	
CITY	STATE	ZIP
DATE OF EVENT: _____		
TIMES:	FROM: _____	TO: _____
TYPE OF EVENT: _____		
NUMBER OF PEOPLE: _____	AVERAGE AGE OF GROUP: _____	

SALE OF ALCOHOL IS PROHIBITED

APPLICANT SIGNATURE _____

DATE _____

FEE PAID _____
KEYS RETURNED _____

KEY DEPOSIT PAID _____
INSPECTED _____

Rental Responsibilities

It is your responsibility to make sure the pavilion area is cleaned up at the end of your event by picking up any trash, and emptying the trash cans into the dumpster. There is a key on the key ring you have that unlocks both the trash can padlocks and the padlock on the dumpster in the parking lot. We often have several events each weekend, by cleaning up after your event it assures the next group will have a clean site to enjoy.

If the electricity is not working on the outlets. Push the reset button located in the middle of the outlet.

Please make sure the bathroom doors are locked as you leave. You will be responsible for any damage that occurs in the bathrooms if the doors are left unlocked. Put the key in the lock, rotate counterclockwise 360 degrees and remove the key. The handle will still twist, but the door should be locked. Please check before leaving. The opposite procedure unlocks the bathroom doors.

IF THESE RESPONSIBILITIES ARE NOT MET, YOU WILL NOT RECEIVE YOUR DEPOSIT BACK WHEN YOU RETURN YOUR KEYS.

I agree to these responsibilities:

Printed Name

Date

Signature