VCCD Policies on Use of Rental Buildings & Grounds
Please Read & Keep for Future Reference

Buildings and Shelters are rented AS IS – Any additional items must be furnished by the renter.

Cancellation/Refunds – There are NO refunds. Cancellations must be made 30 days in advance to receive credit for current calendar year.

Inclement Weather – If your event is outdoors you should have a contingency plan in case of inclement weather. There are no refunds for inclement weather.

Amusement Rentals – The contracting of amusement rides, equipment or inflatables and horse/pony/buggy/carriage rides of any kind must be approved IN ADVANCE. NO water slides or the equivalent. NO dunk tanks may be filled at the park. **No horses are allowed on any trail** EXCEPT the designated horse trail at Kennekuk County Park. Horses may use the park road system and the road to the Forest Glen Group Campgrounds. There is an additional fee for this type of entertainment and groups are required to provide a Certificate of Insurance in the amount of $1 million which names the District as an "additional insured party" on the policy.

Live Bands/DJ's – NO LIVE BANDS ALLOWED. DJ's and other electronically amplified music allowed with PRIOR APPROVAL from the office. ALL music MUST be kept at a reasonable level as deemed by park security.

Decorations – Staples, nails, tacks, and brads shall not be used on tables or anywhere on the rental facility. You may use tape, string, or fishing line. All decorations and directional signs must be removed upon departure.

Tables/Chairs – All enclosed shelters are furnished with tables and chairs. The District does not guarantee a specific number of tables/chairs. Additional tables and chairs are the responsibility of the renter. Setting up and taking down tables and chairs is the responsibility of the renter. All open-air pavilions are furnished with picnic tables. District tables and chairs may NOT be removed from the facility. You may provide your own tables/chairs but the district tables/chairs will remain in place.

Clean Up – Tables/chairs/picnic tables must be cleaned and returned to their original position. All decorations, signs, and other materials must be removed. Put recyclables in the proper containers and pick up litter; this includes outside decorations and trash on the ground. Groups who fail to do so will be charged an additional fee and may lose rental privileges in the future.

- There are no provisions for renters to store any items prior to or after any rental.
- The District assumes no responsibility for personal property brought into the rental facilities
- There will be a broom and dust pan or sweeper in all enclosed shelters. You will need to provide all other necessary cleaning products/materials.

Exclusive Rights – Renters have exclusive rights to the interior of an enclosed shelter and under the roof of an open-air shelter only. Playground equipment, ball diamonds, recreational fields, and outdoor restroom facilities adjacent to rental facilities are NOT reserved with the facility. These areas will remain open to the public.

Chaperones – Chaperones must be present at all times with youth groups. There shall be a minimum of 2 adults and a ratio of 2 adults per 10 youths.

Firewood – Firewood is NOT provided with the rental facility. Firewood may be purchased from the District. You may bring your own firewood from Vermilion County ONLY. Wood may not be gathered from the surrounding area. A**rrangements for firewood MUST be made in advance.**

Fires – Fires are allowed only in designated fire pits and grills. Ground fires are prohibited. Fires are allowed inside rental facilities where fireplaces are provided. Fires should not be left unattended. Please extinguish outside fires upon departure. Fires in fireplaces or stoves inside the facilities may be left to burn out on their own. Do not use water to extinguish them. You may bring your own kerosene heaters with prior approval. Heaters of any type should not be left unattended. The stove in the Chapel at Kennekuk County Park is for décor only (NO FIRES ALLOWED IN THE STOVE).

Firearms/Fireworks/Paintball Guns – Firearms are prohibited. Firearms are allowed only for hunting purposes in conjunction with the VCCD's hunting programs. Fireworks are prohibited. Paintball guns are prohibited.

Swimming – NO SWIMMING ALLOWED on any VCCD properties or Lake Vermilion.

Unlicensed Motorized Vehicles – Unlicensed motorize vehicles (electric or fuel) are prohibited (go-carts, pocket bikes, ATV's, golf carts, battery operated mini-cars, etc.)

Parking – Always used paved parking lots when spaces are available. Otherwise, parking is permitted on the grass one (1) car length off the paved road. Handicapped parking areas are posted. Only vehicles marked with handicapped permits will be allowed in these spaces. Delivery trucks, trailers, large mounted cookers and other types of heavy equipment MAY NOT USE THE GRASS unless approved in advance.

Arrival/Departure – All open-air pavilions will be available by 8:00 am on the day of your reservation. Enclosed shelters will be unlocked and available by 8:00 am. Park personnel will lock enclosed shelters after your departure. Renters are expected to be cleaned up and departing 30 minutes prior to park closing time posted at front gate to allow security ample time to lock facilities and the park. If your event requires longer setup/cleanup consider renting the facility for additional days.

Speed Limits – Observe speed limits and park hours as you enter and depart.

Admission fees – Admission fees will not be charged without PRIOR APPROVAL. The charging of Admission fees will classify your rental as a special event and may result in higher rental rates and insurance requirements.

Tents – Tents larger than 20x20 require prior approval. There is an additional fee and a Certificate of Insurance in the amount of $1 million which names the District as an "additional insured party" on the policy is required.

Alcohol – Alcoholic beverages, beer and wine only, are allowed only at rental facilities or in designated picnic areas. ALL groups consuming alcoholic beverages MUST obtain prior approval and provide the District with proof of "Dram Shop Act" or "Host Liquor Liability" insurance in the amount of $1 million. The District must be named as an "additional insured party" on the policy. The SALE of alcohol is NOT allowed at Forest Glen Preserve, Heron County Park, or Lake Vermilion. The SALE of alcohol or CASH bars at KENNEKUK requires additional fees and prior approval by the VCCD Board of Trustees, and the issuance of Class M liquor license by the Vermilion County Liquor Commissioner.

Conduct – Disorderly conduct will not be tolerated. This includes using loud and abusive language, climbing on porches or roofs of buildings, breaking limbs of trees, damaging property or signs, and removing furniture or exhibit displays.

Violations – Any group or individual within the group which violates any of the above rules and regulations will be escorted from the park.

Rules – All provisions of the District's Ordinances, including Ordinance No. 89 Governing the Public Use of the Grounds shall apply. Ordinance is posted at the Kennekuk Visitor Center and Forest Glen Edgewood Center in the Visitor Information kiosk. In addition, all laws of the State of Illinois and Vermilion County, IL apply.

Damages – The person/group renting the facility is responsible for any damages to the facility or its contents. Any damage to park property will be assessed appropriate repair fees and billed and is the responsibility of the person/group and may result in the loss of rental privileges in the future.

Misrepresentation – Misrepresentation of a Wedding/Reception, Alcohol, Amusement Rides, Bands, or Tents at the time of the reservation process may result in a balance due. The person/group renting the facility will be assessed the appropriate fees and billed.

Plants/Animals – ALL PLANTS AND ANIMALS ARE PROTECTED. Nothing may be removed from the parks. Exceptions are mushrooms and berries. Leaves may be collected from the Michael J. Reddy Arboretum located at Forest Glen Preserve.

Weddings/Receptions/Rehearsals – Unless you have rented the facility for multiple days, your rental DOES NOT include extra set up time or rehearsal time. The building/shelter will be available by 8:00 am on the day of your rental and you MUST be cleaned up and departing 30 minutes PRIOR TO park closing posted at front gate on the date of your event.

Kitchen Areas – Rental facilities with kitchen areas are unstocked. You will need to bring/supply ALL items necessary for your event.