



## FOREST PRESERVE EVENTS COOK COUNTY

### Please Select Desired Location:

**Thatcher Woods Pavilion**

8030 Chicago Ave River Forest, IL 60305

**Dan Ryan Woods Pavilion**

8700 S. Western Ave Chicago, IL 60620

**Mathew Bieszczat Volunteer Resource Center**

6100 N. Central Ave, Chicago, IL 60646

## PAVILION RENTAL INFORMATION AND APPLICATION SUBMISSION

Applications for the use of the Forest Preserves of Cook County ("FPCC") indoor pavilions can be received by appointment at Mathew Bieszczat Volunteer Resources Center (6100 N. Central Ave, Chicago, IL, 60646). Applicants may also email completed applications to [info@forestpreserveevents.com](mailto:info@forestpreserveevents.com). Reservations must be made 30 days in advance of the requested event date.

Events may be held Monday-Sunday anytime from 9:00 a.m. until 10:00 p.m. except for FPCC observed holidays (FPCC holidays are listed below in this application). Reservations must be a minimum of 4 hours. The hours specified on your permit application must include set-up and tear-down times associated with your event. Permits are issued on a first come, first served basis and your permit application will only be considered pending until it is approved.

### Permits will only be approved upon receiving:

1) Full Payment, 2) Insurance w/Endorsement, 3) Floor Plan and 4) Special use contracts/invoice, if applicable.

#### 1. PAYMENT

Fees may be paid via credit/debit card (Visa or MasterCard only), cashier's check, money order or personal checks made payable to "Forest Preserves of Cook County". Payments for reservations may be made:

- Online: ([activenet.active.com/fpdcc](http://activenet.active.com/fpdcc))
- Over the phone via credit/debit card (MasterCard or Visa only) (773)558-2003.
- In person at the Volunteer Resource Center 6100 N. Central, Chicago, IL 60646. Please call to confirm office hours.

Please Note: Payment is preferred in full. Minimally, the \$25 Application fee and 50% of the room rental fees must be paid no later than 48-hours from receipt of application. If the application fee and 50% of the room rental fees are not received within 48 hours of your application, requested date(s) will be released and the reservation will be cancelled. Any remaining balance along with a security deposit of \$200 is due no later than 30 days before the event date..

#### 2. INSURANCE W/ ENDORSEMENT

FPCC requires that all individuals, groups and organizations submit a Certificate of Insurance with Endorsement verifying comprehensive General Liability. Certificates w/Endorsements must be effective starting the first date of rental, insuring the applicant in the amount of \$1,000,000.00 per occurrence. The Certificate and Endorsement must be submitted 30 days prior to the scheduled event date and must name the applicant as the insured. The Certificate and Endorsement must name the Forest Preserves of Cook County, 536 N. Harlem Avenue, River Forest, IL 60305 and Antares Golf, LLC dba Indigo Golf Partners and FPD Pavilion Management, LLC 12700 Sunrise Valley Drive Suite 300 Reston, VA 20191 as additional insured. For a sample, see APPENDIX A.

#### 3. FLOOR PLAN

A detailed floor plan must be completed and submitted for all events at least 30 days prior to the scheduled event date. An additional \$25 fee will be added to any event with more than one floor plan or with a late floorplan submission. We will provide you with documents to help you create your floorplan after you submit your application.

#### 4. OUTDOOR SPECIAL USE CONTRACTS & INSURANCE

Items being brought into the natural outdoor areas of the preserves are called special use items. Contracts AND certificates of insurance must be submitted for all vendors you work with outdoors. For example: Caterers using a grill, bounce houses, tents etc. All items brought into the outdoor area are subject to a \$10 special use fee.

## OTHER RENTAL INFORMATION

### NON-PROFIT USE

Non-profit groups and organizations may qualify for a 50% discount on the hourly rental fee for qualified events. To qualify for the 50% discount, the event must celebrate/pertain to the organization itself as a whole, not an individual, and the non-profit group or organization must attach the following items to their application at the time of submission:

- IRS 501(c) 3 letter reflecting the Non-Profit status. An example is attached as APPENDIX B.
- A letter on the organization's letterhead, describing and defining the group or organization and its purpose.

\*Security deposits, application fees and special use items are not eligible for the non-profit rate.

### INCLEMENT WEATHER POLICY

FPCC reserves the right to cancel any event due to poor weather and/or turf conditions prior to or on the day of an event that may result in excessive damage to FPCC property or pose a risk to patrons. FPCC does not grant refunds to applicants for cancellations received due to inclement weather.

### HOLIDAY RENTAL POLICY

All pavilions are closed on the following holidays:

- January 1st (New Year's Day)
- Easter Sunday
- Thanksgiving Day
- December 25th (Christmas Day)
- December 31st (New Year's Eve)

### CANCELLATION POLICY

The FPCC reserves the right to cancel an event at any Pavilion/Room at its sole discretion upon giving 24 hours' notice to Applicant. Such notice shall be in writing to the Applicant identified as the contact person.

All cancellation requests from the permit applicant/holder must be made in writing (email is acceptable) by the applicant. Fees such as; but not limited to, application fee and hire-back (FPCC police) are non-refundable and non-transferrable. Rental fee refunds will only be provided for monies paid in excess of the cancellation fees outlined below.

Cancellation Date (Date Received in Writing)	Cancellation Fee
More than 6 months from event date	25% of total pavilion rental fee
1-6 months from event date	50% of total pavilion rental fee
Less than 1 month from event date	100% of total pavilion rental fee

FPCC continues to follow Federal, State, and Local health guidance with respect to the COVID-19 pandemic. As pandemic regulations change, FPCC will also update its policies to keep patrons, guests, and staff safe. These policies may result in changes or disruptions to FPCC programming or access to FPCC facilities, grounds, or events (public or private). Please be advised that refunds may not be granted due to changes related to the pandemic. As pandemic regulations change, FPCC will also update its policies to keep patrons, guests, and staff safe. Policies including but not limited to a mask mandate may be imposed and refunds may not be granted due to changes related to the pandemic.

### MANDATORY OUTDOOR GROVE SPACE RENTALS

Facility	Grove Required? Y/N	Dates Required
Dan Ryan Pavilion**	Y (1)	April 15th - October 15th
Mathew Bieszczat (VRC) - If both rooms are reserved	Y (1)	April 15th - October 15th
Thatcher Woods Pavilion** - If both rooms are reserved	Y (3)	April 15th - October 15th

\*\* Please note: these locations include an athletic field that may or may not be reserved by another permit holder for sporting events at the time of your event. These are first come first serve and can also be reserved by you as well.

# INDOOR PAVILION RENTAL PERMIT APPLICATION

## SECTION 1 - APPLICANT INFORMATION (Additional fees will apply to non-residents)

Name (First & Last): \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

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

Email Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

Name of Organization: \_\_\_\_\_ Applicant's Role at Organization: \_\_\_\_\_

Organization Address: \_\_\_\_\_

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

Are you requesting a Non-Profit discount for your organization? Yes (See pages 2 & 10) No

## SECTION 2 - EVENT INFORMATION

Name of Event (Ex.- Smith & Johnson Wedding): \_\_\_\_\_

Event Day On-Site Contact (If different from application): \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Total Attendance** (Total attendance for pavilion and grove space must not exceed pavilion capacity): \_\_\_\_\_

**Venue:** \_\_\_\_\_ **Specific Room:** \_\_\_\_\_

Are you requesting the use of outdoor grove space attached to the facility listed above? Yes No

(Note: Grove fees will be automatically applied based on specific location requirements. See page 2.)

**Date of Event - 1st Choice:** \_\_\_\_\_ **Time of Use** (Including setup & takedown): From: \_\_\_\_\_ To: \_\_\_\_\_

**Date of Event - 2nd Choice:** \_\_\_\_\_ **Time of Use** (Including setup & takedown): From: \_\_\_\_\_ To: \_\_\_\_\_

1. Are additional dates and times needed for setup/tear down?

Setup Date: \_\_\_\_\_ **Time of Use:** From: \_\_\_\_\_ To: \_\_\_\_\_

Tear-Down Date: \_\_\_\_\_ **Time of Use:** From: \_\_\_\_\_ To: \_\_\_\_\_

## SECTION 3 - EVENT FEATURES

2. **Alcohol Service:** Are you requesting permission to serve alcohol? Yes No

(Note: Alcohol service must end 30 minutes before the event end time)

3. **Food Service:** Are you serving food at your event? Yes No Are you using an On-Site Caterer? Yes No

Name of Caterer: \_\_\_\_\_

4. **Entertainment:** Are you requesting to have amplified sound inside the pavilion/room? Yes (See below) No

Hours of amplified sound: (Note: Amplified sound must end 30 minutes before event end time) From: \_\_\_\_\_ To: \_\_\_\_\_

Are you planning to provide live entertainment as a feature of your event? Yes (See below) No

Description: \_\_\_\_\_

# INDOOR PAVILION RENTAL PERMIT APPLICATION

Provide a detailed description of your event. Document(s) with this information or other materials describing this event may be attached.

**Corporate Sponsorship:** Will your event include sponsors that will make either in-kind or monetary contributions to the event?    Yes (See below)    No

**Signage:** Are you planning to have signage at your event? (Note: Signage plans must be submitted to FPCC for approval)    Yes    No

5. **Advertisement:** Will your event be publicly advertised?    Yes ((Provide web address below and/or attach samples of advertising material)    No

Web Address:

---

## SECTION 4 - SPECIAL USE ITEMS (All items brought by you and placed in the outdoor grove space)

Will your event include any special use items (outdoors in the grove)?    Yes (See below)    No

### PLEASE NOTE:

- Special use items may be operated between 9 a.m. and sunset, during your approved reservation time.
- A \$10 per item fee applies to all items brought by you and placed in the outdoor space.
- Proper documentation (which includes a rental contract from each vendor AND their certificate of liability insurance and endorsement) must be submitted no less than 30 days before event date.

Special Use items include, but are not limited to, the items listed below.

Outdoor Special Use Item	Quantity	Details
Amplified Equipment Placed Outdoors (DJ, Band, Speakers/Stereo, Other. Please note Electricity from the pavilion may NOT be used to power any outdoor items)		Details:
Canopy Tent		Size:
On-site Catering/Grilling		Size:
Generator(s) (Electricity from pavilion may NOT be used to power any special use items)		Used For:
Inflatable (s)		List:
Snack Machines: popcorn, cotton candy, etc.		List:
Firepit		Size:
Other (Ex. Photo Booth)		List:
Animals (Petting Zoo, Pony Rides)		List:
<b>Total Items:</b>		x \$10 =

## INDOOR PAVILION RENTAL PERMIT APPLICATION

6. **Firewood:** Only forest preserve wood, not outside wood, may be burned in the preserves. If you're bringing a firepit- You may purchase bundles of approx 6 pieces for \$10 per bundle. Do you need firewood?      Yes (See below)      No

If yes, how many bundles?

---

### SECTION 5 - SECURITY DEPOSIT

- Security deposits paid via credit card will be returned to that same card.
- Deposits paid via check (or via credit cards that have since expired) will be mailed a check to the name and address on the permit application.
- The permit holder will be notified in writing if they will not receive a refund.
- Security deposits will be refunded in generally **4-6 weeks** if all rules and regulations listed below were followed.

**PLEASE NOTE:** The most common reasons security deposits are not returned are: not exiting the pavilion by your permit end time, using prohibited decorations (confetti, balloons, etc) and not leaving the pavilion clean.

## PAVILION RULES AND REGULATIONS

**Failure to comply with these may result in the forfeiture of your Security Deposit.**

### ARRIVAL & PARKING RULES

- Applicants may temporarily park in designated areas and to unload/load equipment 15 minutes prior to and after their event. Arrival to the venue before the permit start time will result in denial of entry or an additional charge.
- Additional set-up/tear-down time and storing of equipment and/or decorations must be requested prior to event date and additional fees will apply. Time extensions will not be provided the day of the event.
- Driving/parking outside of the designated roadways and parking lots is strictly prohibited. Forest Preserve of Cook County (FPCC) does not guarantee access to any parking spaces, as all parking is open to the public, even during permitted events.
- Applicants may be provided with parking placards, if applicable, for event attendees and for vendors, which must be placed immediately in all guest vehicles upon arrival. Parking placards are only valid for the date(s) displayed on the front of the placard. Placards are assigned to applicants based on the attendance listed on the approved reservation.

### PAVILION RULES

- Applicants are only granted the right to occupy the reserved indoor pavilion/room. FPCC does not grant exclusive use of the preserves in their entirety. Applicants may acquire additional grove space adjacent to pavilions but may not deny smaller groups access to the preserve or parking lots.
- Alcohol may be consumed on FPCC property by visitors of legal drinking age. However, consumers must produce adequate ID for proof of age upon request. Glass bottles are prohibited outside of the pavilions.
- All pavilions are considered non-smoking facilities. The use of all tobacco products is prohibited within the pavilion/room or within fifteen (15) feet of the entrance to the facility.
- Applicants are not allowed to move FPCC property (i.e., tables and chairs). Moving of tables must be approved and completed by the assigned Event Aide. Any floor plan changes the day of the event will result in additional fees or denial of request. Applicants are responsible for bringing all table & chair linens, FPCC does not provide them.
- No FPCC amenities (tables, chairs, utilities/power etc.) may be transferred from the pavilion to an outdoor space.
- No equipment may be brought on district property without prior written approval from the FPCC. Examples include electrical equipment or lighting, musical instruments, platforms, barbecues, props, etc. Designated areas for grilling will be identified by FPCC staff.
- The use of industrial size appliances (i.e., commercial coffee makers or hot boxes) are strictly prohibited.
- No guns, knives, firearms or weapons of any kind are allowed on any FPCC property.
- All amplified equipment, including DJ's, iPods, bands, etc. and all food/drink service must be stopped 30 minutes prior to the event end time.
- Kitchen area must be clean and clear of food. All counters and appliances should be wiped down and all trash should be picked up and placed in the trash receptacles. FPCC Staff will empty the trash before, during and after events.
- Except for service animals, live animals are prohibited from entry into the pavilions.
- Children must always be actively supervised.

- Charcoal - DO NOT dump charcoal on trees or grass areas. Hot coals can damage or kill trees. You must extinguish all grill fires and dump your charcoal in the charcoal disposal containers provided near your grove.
- Printed or electronic version of permit must be available for view upon request by FPCC personnel (including, but not limited to, FPCC Police) at the permit site on the day of the event.
- FPCC will provide an average of 8-10 picnic tables per outdoor grove, but that amount is not guaranteed. Patrons are welcome to bring additional tables and chairs as needed.
- Balloon releases, sparklers and fireworks are strictly prohibited.

## DECORATIONS

- Only freestanding decorations are permitted. Do not affix anything to ceiling, walls, doors, windows or floor. Tape and adhesive of any kind is not permitted on pavilion walls.
- Mylar (Foil) balloons are NOT permitted. Confetti balloons are NOT permitted.
- Prohibited items include, but are not limited to: tacks, nails, staples, rice, birdseed, glitter, silly string, confetti, sidewalk chalk, putty, candles (inside and outside), propane tanks (inside the pavilion) and hot plates.
- All decorations and equipment brought on FPCC property must be completely removed off premises at the end of each event. This includes directional items placed on entry signs to the parking lot or pavilion. Failure to remove these may result in forfeiture of your security deposit as well as citations from the Forest Preserve Police.

## EVENT SUPERVISION

- Prior to the event, tables and chairs will be set up according to the approved floor plan submitted.
- An employee will be present the full duration of all events. Their responsibilities consist of: assisting with minimal floor changes, inspecting the pavilion before, during and after the event, monitoring the event to ensure all rules are followed and securing the facility when the event has concluded.

## 2022 PAVILION RENTAL FEES

**PLEASE NOTE:** All changes to the permit must be made at least 30 days before the event.

- A change fee of \$5.00 will be applied to any changes requested after the approval of the permit.
- A \$25 late fee will be applied to all documents, including applications, submitted within 30 days of the event as well as to all permit applications received less than 30 days from the event.

Pavilion	Room & Capacity	Days	Cook County Resident	Non-Resident
Thatcher Woods	East Room	Monday-Thursday	\$82 per hour	\$108 per hour
	Capacity 80	Friday-Sunday	\$113 per hour	\$140 per hour
Thatcher Woods	West Room	Monday-Thursday	\$66 per hour	\$98 per hour
	Capacity 40	Friday-Sunday	\$98 per hour	\$125 per hour
VRC at Edgebrook	Classroom	Monday-Thursday	\$23 per hour	\$55 per hour
	Capacity 40	Friday-Sunday	\$48 per hour	\$76 per hour
VRC at Edgebrook	Community	Monday-Thursday	\$71 per hour	\$98 per hour
	Capacity 100	Friday-Sunday	\$103 per hour	\$130 per hour
Dan Ryan	Large Room	Monday-Thursday	\$82 per hour	\$108 per hour
	Capacity 120	Friday-Sunday	\$113 per hour	\$140 per hour
All Pavilions	Grove Space	Monday-Sunday	\$66 per event	\$71 per event
All Pavilions	Special Use	Monday-Sunday	\$10 per item	\$10 per item

## WAIVER AND SIGNATURE

By signing this Pavilion Rental Permit Application, I acknowledge that I have read and agree to abide by all FPCC permit rules, regulations and ordinances, including the cancellation policy. I also agree that I am solely responsible for the actions and conduct of my guests, invitees, participants, spectators, contractors and for assuring compliance with all permit rules, regulations and ordinances pertaining to my permit. I understand and agree that my security deposit shall be forfeited for any violation of this agreement.

I acknowledge the Forest Preserves of Cook County (FPCC) increases fees once annually and that their fees may be adjusted accordingly prior to my event. I the permit holder will be responsible for this increase in fees. Price increases will be effective for all events 1/1/2022-12/31/2022. FPCC will provide notice to permit holder of the price increase no later than 12/1/2021. Price increases shall be determined at the sole discretion of FPCC.

I hereby assume all responsibility for and agree to defend, indemnify, save and hold harmless, the FPCC, its officers, employees, volunteers, contractors and agents against any losses, claims, damages, liabilities, actions, suits, proceedings, costs or expenses that they may suffer, incur or sustain or for which it or they may become liable as a result of, arising out of or relating to any negligence or intentional misconduct by myself as Applicant, and any guests, invitees, participants, spectators, including any officers, employees, contractors, agents or persons under a sponsoring organization's control in connection with this permit. My obligation to indemnify the FPCC shall survive the expiration of this permit.

The undersigned, for myself and my heirs and executors, successors, and assigns, hereby releases and discharges the FPCC and its Commissioners, officers, employees, agents and servants of and from any and all claims, demands and causes of action of whatsoever nature which I or my heirs and executors, successors and assigns ever may have against any of them for, on account of, by reason of, or arising in connection with my application for or the issuance of a permit and hereby waive any and all such claims, demands and causes of action.

I do solemnly swear that answers given and statements made on this application are full and true to the best of my knowledge. I am 21 years of age or older and I have read the terms and conditions set forth in this document and agree to abide by them.

Signature of Applicant: \_\_\_\_\_

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

### **CONTACT INFORMATION**

**FPCC Pavilion/Room Rental Program**

6100 N. Central Ave, Chicago, IL, 60646

Phone: 773-558-2003

Email: [info@forestpreserveevents.com](mailto:info@forestpreserveevents.com)

Office hours vary, please call or email for availability.

# APPENDIX A: CERTIFICATE OF LIABILITY INSURANCE SAMPLE

## PLEASE SEE SAMPLE CERTIFICATE BELOW.

1. Type of insurance must be "General Liability" and amount of coverage per occurrence must be \$1,000,000
2. Policy must be in the Permit Holder's name with the address listed on the permit
3. Forest Preserves of Cook County and Antares Golf, LLC dba Indigo Golf Partners and FPD Pavilion Management, LLC must be listed specifically as "Additional Insured."
4. Endorsement must be attached to certificate



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
09/07/2021

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

PRODUCER	CONTACT NAME: INSURANCE AGENT
	PHONE (A/C, No, Ext): (855) 493-8368 FAX (A/C, No):
INSURANCE AGENT INFORMATION	E-MAIL ADDRESS: info@theeventhelper.com
	INSURER(S) AFFORDING COVERAGE
INSURED	INSURER A: Insurance Company NAIC # 12345
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

PERMIT HOLDERS FULL NAME AS LISTED ON PERMIT  
PERMIT HOLDER'S FULL ADDRESS AS LISTED ON PERMIT

**COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y		ABCD1234-EFG56789	10/09/2021 12:01 AM	10/10/2021 12:01 AM	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> Host Liquor Liability						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> Retail Liquor Liability						MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						PERSONAL & ADV INJURY \$ 1,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY						GENERAL AGGREGATE \$ 2,000,000
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$						PRODUCTS - COMP/OP AGG \$ 1,000,000 Deductible \$ 1,000
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
							EACH OCCURRENCE \$ AGGREGATE \$ \$
							PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
Certificate holder listed below is named as additional insured per attached MEGL 2217 01 19.  
Attendance: 100, Event Type: Wedding.  
The Forest Preserves of Cook County, Antares Golf, LLC dba Indigo Golf Partners and FPD Pavilion Management, LLC are named as additional insured.

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
Antares Golf, LLC dba: Indigo Golf Partners FPD Pavilion Management, LLC 12700 Sunrise Valley Drive #300 Reston, VA 20191 Forest Preserves of Cook County 536 North Harlem Avenue River Forest IL 60305	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Will Maddox</i>

© 1988-2015 ACORD CORPORATION. All rights reserved.





**EVANSTON INSURANCE COMPANY**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – DESIGNATED  
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

**SCHEDULE**

**Name Of Additional Insured Person(s) Or Organization(s):**

The Forest Preserves of Cook County, Antares Golf, LLC dba Indigo Golf Partners and FPD Pavilion Management, LLC

**A.** Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule of this endorsement, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by the acts or omissions of any insured listed under Paragraph 1. or 2. of Section II – Who Is An Insured:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

All other terms and conditions remain unchanged.

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAR 07 2019

[Redacted]

Employer Identification Number:

[Redacted]

DLN:

[Redacted]

Contact Person:

[Redacted]

ID# [Redacted]

Contact Telephone Number:

[Redacted]

Accounting Period Ending:

[Redacted]

Public Charity Status:

[Redacted]

Form 990/990-EZ/990-N Required:

Yes

Effective Date of Exemption:

March 20, 2018

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.