

**APPLICATION/AGREEMENT FOR USE OF  
MOONWALKS/INFLATABLES IN  
SHEPHERD PARK**

**Oak Park Department of Recreation**  
14300 Oak Park Blvd  
Oak Park, MI 48237  
(248) 691-7555

The MOONWALKS/INFLATABLES AGREEMENT must be on file **THREE (3) DAYS** prior to your scheduled rental party.

The following application/agreements must have the following document attached.

***A COPY OF THE INSURANCE POLICY FROM THE MOONWALK/INFLATABLE COMPANY NAMING THE CITY AS THE ADDITIONAL INSURED PARTY...***

Organization/Party Name \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ No of Persons \_\_\_\_\_

Moonwalk/Inflatable Company name \_\_\_\_\_ Company Phone \_\_\_\_\_

Dates Shelter Rental is Requested \_\_\_\_\_ Hours \_\_\_\_\_ to \_\_\_\_\_

Desired Location of Moonwalk/Inflatable in Shepherd Park \_\_\_\_\_

\_\_\_\_ **I have received a copy of the Park Policy & Procedures.**

Applicant Signature \_\_\_\_\_ Date of Application \_\_\_\_\_

**Agreement MUST be on file 3 days prior to your event  
NO EXCEPTIONS**

**OFFICE USE ONLY**

\_\_\_\_ Approved      \_\_\_\_\_ Rejected      \_\_\_\_\_ Initials/Supervisor

Comments: \_\_\_\_\_

## **MOOWALKS/INFLATABLE POLICIES & PROCEDURES**

The following rules and regulations have been established for the benefit and protection of the rental party utilizing a moonwalk/inflatable in the park

1. Only one (1) moonwalk/inflatable is allowed per rental.
2. A copy of the insurance policy from the moonwalk/inflatable company naming the city as the additional insured party must be on file three (3) days prior to your scheduled rental or usage of equipment.
3. The city employee (park ranger) or public safety officer WILL NOT permit set-up if the above forms are not on file with the City of Oak Park Recreation Dept. three (3) days prior to your event.
4. Moonwalk/Inflatable must be supervised at all times by an adult 18 years or older
5. The moonwalk/inflatable MUST only be utilized by the rental party and guests. Other park patrons must NOT be allowed in the moonwalk/inflatable.
6. The city employee (park ranger) or public safety officer will have the right to close down the moonwalk/inflatable if roughhousing; loud noise or misuse of the moonwalk/inflatable is not controlled by the rental party.
7. Moonwalk/inflatable must be taken down immediately following your shelter rental in the park or be subject to an hourly storage fee.
8. NO extensions cords of any kind can stretch more than 100ft from the shelter that you currently have rented. All cords MUST be covered and out of harms way for the person(s) utilizing the activity and park.
9. The placement of the moonwalk/inflatable MUST be approved by a city employee (park rangers) or public safety officers. The time located on the agreement is when the city person will meet you.
10. **This agreement MUST BE on file THREE (3) DAYS prior to your event with attached paper work from the company. NO EXCEPTION!**