

2017 MLK DAY OF SERVICE INFORMATION SHEET

I. General Information

Group/Organization Name _____

Contact Name _____

Street Address _____ City _____ State ____ Zip _____

Day Phone _____ Evening Phone _____ Email _____

II. Booth Information

Please provide a brief description of your project and explain how the audience will benefit.

Each organization is expected to supply enough materials to last the full 3 hours of the event.

How much space does your setup require? _____

How many of each type of table do you require?

Each organization will receive tables and table cloths.

_____ 6ft Rectangle Table(s)

_____ 8ft Rectangle Table(s)

_____ 6ft Round Table(s)

What is your preferred location in the room? _____

While the MLK Day of Service Committee will do its best to honor placement requests, there is no guarantee.

Does your display require electrical access? ___ yes ___ no

Are any other special accommodations required? *(Special delivery requirements, disability access, etc.)*

III. Fee and Hold Harmless Information

No fees are required.

Disclaimer

As a participant in the MLK Day of Service ("Event"), I hereby acknowledge and agree that there are certain risks of injury associated with my participation in the activities connected with the event. I further acknowledge and agree that the City of Highland Park ("City") and the Park District of Highland Park ("Park District") are not and shall not be in any

way liable for any injuries, damages, or losses that I may sustain as a result of my participation in any activities connected to the event. I agree to waive and relinquish all claims I may have against the City, Park District, or any staff, employees, volunteers, representatives, and officials.

As a participant in the MLK Day of Service (“Event”), I will, and do hereby, release the City and Park District Indemnitees from any and all liability, loss, claims, demands, liens, damages, penalties, fines, interest, costs, and expenses that may arise from, or in connection with, my participation in the event. I hereby agree to indemnify, defend, and hold harmless the City and Park District Indemnitees from and against any and all liability, loss, claims, demands, liens, damages, penalties, fines, interest, costs, and expenses, and for any and all loss of life, injury to persons, or damage to property that is directly or indirectly due to or arising out of or in connection with my participation in the event.

Signature _____

Date _____

Email completed information sheet to:

**Terry Grossberg
trpltung@gmail.com
(847) 204-4815**