

INTERNAL USE ONLY

Permit Administrator:

Permit #:

Received:

All applicants must be 21 years of age and must have a valid U.S. issued identification to apply. PLEASE NOTE ALL PERMIT FEES ARE NON-REFUNDABLE and NON-TRANSFERRABLE. Please type or print clearly. All questions must be answered. Incomplete Applications will not be accepted.

When requesting a permit for filming and photography within the Forest Preserves of Cook County ("FPCC"), patrons shall be mindful of the FPCC's mission:

"To acquire, restore and manage lands for the purpose of protecting and preserving public open space with its natural wonders, significant prairies, forests, wetlands, rivers, streams and other landscapes with all of its associated wildlife, in a natural state for the education, pleasure and recreation of the public now and in the future."

When to obtain a permit:

A permit is required for any film or photography activity that meets one or more of the following conditions:

- **Commercial Use:** The project is intended for commercial gain, including advertisements, marketing materials, television, film, or online content produced for profit.
- **Restricted Access Areas:** Filming or photography is requested in areas or at times not generally open to the public.
- **Non-Standard Hours:** Activities are scheduled outside of normal operating hours, such as between sunset and sunrise, or when the Forest Preserves are closed to the public.
- **Exclusive or Specialized Use:** The project requires exclusive access to a location or involves the use of sets, props, models, or staging elements not part of the site's natural, cultural, or administrative features.
- **Specialized Equipment:** The project uses equipment that requires mechanical transport, generators, drones, large lighting setups, or other power sources beyond standard handheld or battery-operated devices.
- **Operational or Safety Impacts:** The activity results in additional administrative, safety, or resource management costs to the Forest Preserves—such as staff oversight, security, or measures to prevent damage or disruption to public use or natural resources.

Permit Requirements:

All film and photography activities that require a permit must include the following documentation and information at the time of submission. Incomplete applications will delay review and may result in denial of the requested dates or locations. Any submission submitted within the 14-day timeframe from the event date, must pay a \$30 late fee. Additionally, all requests submitted within this timeframe are subject to denial.

Application Submission

A completed **Film and Photography Permit Application** must be submitted **no less than two (2) weeks prior** to the requested shoot date. The application must include:

- The **exact location(s)** requested, clearly identified using the official **FPCC location map**.
- A **detailed description** of the proposed activity, including production purpose, subject matter, scene outline and number of crew, talent, vendors and volunteers.
- **Proposed dates and times** for all on-site activity, including setup, filming/photography, and teardown.
- Any **alternate dates** in case of inclement weather or schedule conflicts. Fees apply.
- Documents outlined in the **checklist** within the application.
- A copy of the script, storyboard, or shooting outline, identifying all **key scenes** to be filmed on FPCC property.
- A comprehensive **list of equipment** and props to be brought on site, including lighting, sound, generators, tripods, or staging materials.
- Describe any **anticipated disturbance** of land, flora, or fauna.
- Any **special effects** or elements (e.g., artificial smoke, pyrotechnics, simulated weapons), must be fully disclosed and are subject to additional review and permitting.

Certificate of Insurance (COI)

- Certificate of General Liability Insurance with a minimum coverage amount of \$1,000,000 per occurrence is required. The Forest Preserves of Cook County (FPCC) must be listed as an additional insured with an attached endorsement page. Certificate of General Liability Insurance amount may vary based on the potential impact on the area of the filming/shooting will have. Please refer to the Sample Certificate of Liability Insurance included within this application packet for reference.

Supporting Materials

Applicants must provide:

- Vehicle Information
 - The applicant must provide the number, type, and purpose of all vehicles to be used during filming or photography, including production trucks, trailers, catering vehicles, or personal vehicles.
 - Vehicle access to non-public areas may be restricted and must be coordinated in advance with FPCC staff.
- Event Layout: A detailed map or diagram illustrating the setup, equipment placement, staging areas, and any other relevant site use.
- Trash Plan: A description of how the applicant will maintain the cleanliness of the site and ensure all waste is removed (e.g. leave no trace).
- Schedule of Filming: The planned dates and times of all filming or photography activities on FPCC property.
- Script: A copy of the script or treatment for all scenes that will be filmed within FPCC locations.

Heavy Equipment Disclosure

- The applicant must provide detailed information regarding any heavy or elevated equipment proposed for use

during filming or photography. This includes, but is not limited to, cranes, cherry pickers, scissor lifts, boom lifts, dollies, camera trucks with lifts, and any other machinery used to elevate personnel or equipment. Applicants must specify the exact equipment type, manufacturer/model if known, total weight, footprint dimensions (including stabilizing pads or outriggers), and intended use on site.

- Use of heavy or elevated equipment is subject to a formal site review and requires advance approval from FPCC to ensure the protection of turf, natural areas, trails, paved surfaces, and other built or ecological features. FPCC reserves the right to require protective ground coverings, limit equipment access to designated hard-surface areas, or prohibit certain equipment if site conditions cannot safely support its operation.
- Any unauthorized equipment use or damage resulting from equipment operation may result in fines, site restoration charges, or revocation of the permit. Approval is contingent upon current site conditions, weather, staffing, and public safety considerations.

Student Film and Photography Requests

- A letter on official school/university letterhead verifying the project and confirming its academic purpose.
- The film script, equipment list, and prop list as outlined above.
- Proof of insurance coverage provided by the educational institution

Security Deposit

- Security deposit amount may vary based on the potential impact on the area requested within the permit.

Security

- Unless otherwise determined by the Forest Preserves of Cook County (FPCC), all film and photography projects may be required to have an FPCC Police Officer and/or an official FPCC security representative present on-site for the duration of production activities. This requirement helps ensure public safety, protect natural areas and facilities, and support compliance with FPCC rules and permit conditions.
- The permit holder is responsible for all associated security and staffing costs. FPCC will confirm the level of security required based on the size, scope, location, duration, and potential impact of the production. Larger-scale productions, filming involving roadways or high-traffic areas, or activities with significant equipment or personnel may require additional police officers or FPCC staff.
- All security arrangements must be coordinated in advance through FPCC, and informal or private security in place of FPCC officers is not permitted unless explicitly authorized by FPCC. Please reference the security guidelines within this application for detailed information on officer rates, scheduling requirements, and coordination procedures.

Notice to Patrons

The permit holder must display a clearly visible “Filming in Progress” sign at the project location for the duration of the activity. This signage is necessary to inform Forest Preserves staff, law enforcement, and the general public that authorized filming or photography is taking place. The proposed sign design, including size, wording, and placement plan, must be

submitted to the FPCC for review and approval prior to the start of production.

Filming & Photography Fees				
Event Type	Rate	Reservation Deposit	Security Deposit	Application Fee
Still Photography, Per Hour	\$80	N/A	\$100	\$25.00
Student Filming (Daily Per Location) - 1-15 (Daily Per Location Max)	\$50	If applicable	\$100	
Filming Level 1 - 1-5 Crew, talent, vendors, volunteers etc. (Daily/Per Location)	\$300	\$250	\$250	
Filming Level 2 - 6-12 Crew, talent, vendors, volunteers etc. (Daily/Per Location)	\$600	\$500	\$250	
Filming Level 3 - 13-20 Crew, talent, vendors, volunteers etc. (Daily/Per Location)	\$1,200	\$750	\$1000	
*Filming Level 4 - 21+ Crew, talent, vendors, volunteers etc. (Daily/Per Location)	\$1,700	\$1,000	Per FPCC's discretion	

Permits are valid only from sunrise to sunset unless early or late entry is approved (fees apply), with security deposits determined at the District's discretion for Filming Level 4, special use fees not applicable for Filming Levels 1–4, and a non-refundable reservation deposit applied toward permit fees once the permit is approved. Security fees will also be assessed dependent on District discretion.

General Guidelines

1. Vehicle Operation

- a. Emergency access must always be granted.
- b. Overnight storage of vehicles is not permitted without prior authorization from the FPCC.
- c. Film crews and companies may not use more than three-fourths of any day use parking lot, nor utilize parking capacity that would impede public use without prior authorization from the FPCC.

2. Set Construction

- a. Sets may be constructed in grove designated areas only, unless otherwise authorized by the FPCC prior to the permit being issued.

3. Fires

- a. Any fires or use of fire must be authorized in advance by the FPCC.
- b. The presence of a FPCC police officer is required.
- c. During periods of very high or extreme fire danger, all special effect fires, as well as smoking, may be prohibited.
- d. Fires may require a third-party monitor, fire crew or a FPCC fire safety crew.

4. Pyrotechnics

- a. Pyrotechnic effects are permitted only with prior approval by the FPCC.
- b. **ALL** special effects must be approved in advance by the FPCC and included in the equipment list.
- c. A FPCC police officer must be present during all pyrotechnic effects.
- d. When using gunfire sounds in forest preserves, the film crew or company must post FPCC approved signs stating that filming is occurring, and gunfire sounds may be heard. Only water-based smoke machines may be used.

5. Animals

- a. All animals must be tethered or caged when not actually filming.
 - i. Dogs must always be leashed, except when filming.
 - ii. During rehearsal, a trainer must be in the immediate vicinity of the dog and maintain verbal control.
 - iii. Use of more than one dog may require additional trainers.
- b. Working animals may be unleashed during filming, provided that:
 - i. The trainer is in the immediate area.
 - ii. The animal is under control to the satisfaction of the official FPCC representation.
- c. Large animals, such as bears, large cats, etc., are not permitted.
- d. Release of Animals—Release of animals or fish into FPCC holdings during or after filming is strictly prohibited.
- e. Animal handlers must have appropriate/up-to-date insurance and permits from the American Humane Association or Illinois Department of Fish and Wildlife, where required.

6. Geologic Features

- a. All geologic features are protected. This includes rocks, minerals, and formations.
- b. No materials may be used which will in any way alter the formations.
- c. Any rocks needed with special color, texture or formation must be brought into, and then removed from the

FPCC by the film crew or company.

- d. No devices may be driven into any rock or formation.

7. Plant Materials

- a. All plants are protected in the FPCC.
- b. No cutting of vegetation is allowed without prior permission of the FPCC. May require FPCC representation. Fees may apply.
- c. The importing of plant material is prohibited without prior permission of the FPCC.

8. Clean-up

- a. All shooting locations, storage areas, etc., are to be cleared of *all* equipment, props, and trash, and are to be returned to original conditions to the satisfaction of the official FPCC representation.
- b. All clean-up is to be completed within the allotted permit times. Major sets are to be struck within twenty-four hours of completion of shooting.
- c. All garbage and debris must be removed from FPCC property and properly disposed of upon completion of each day's shooting.
- d. Commercial/ Television and Feature Films may be asked to furnish and use their own trash receptacles. It is the film crew's and company's responsibility to notify contracting companies such as caterers of the FPCC's rule of "leaving no trace".

9. Damage to FPCC Property

- a. Any damage that occurs while filming must be reported immediately to either the FPCC onsite contact or the permit assistant overseeing their film.
- b. If during filming, or upon completion, if any damage has been found to have been caused by the film crew or company, the responsible party will be required to repair or replace damaged items to the satisfaction of the FPCC and/or have their security deposit withheld.
- c. Replacement or repair must be completed within 7 working days after the damage is reported, unless otherwise authorized by the FPCC.

10. Prop Guns & Weapons

- a. Any use of prop guns or weapons must be approved by FPCC police and be inspected prior to filming.
- b. If the filming is a multi-day filming/photo shoot, FPCC police must inspect the weapon each day.
- c. Live rounds are prohibited.
- d. To protect against scaring forest wildlife, blank gunshots may be fired only singly or in short bursts where such wildlife is in proximity to the activity. An exception may be made in an area where sensitive wildlife is not present.

11. FPCC Signage

- a. The use or alteration of any FPCC signage or logo during filming must be approved by the district and any request must be received at least 14 days prior to film date.

12. FPCC Gates

- a. It is not permitted to cut any gate or lock from any entrance of FPCC property. Violation of this rule may result in penalties up to and including banning from future usage of filming on FPCC property.

Security Guidelines

All events are subject to Forest Preserves of Cook County (FPCC) security fees, depending on the nature of the request. Your on-site security plan must include the number of personnel, contact phone numbers, any requests for overnight security, and other relevant details. The use of your own private security officers must be approved by the FPCC Police Department. Private security must be licensed, insured, and bonded with the State of Illinois, and may not be armed. If you are allowed to use your own private security, please note this does not eliminate FPCC security requirement and you may still be charged security fees based on the nature of the event to ensure adequate coverage.

The Forest Preserves utilizes unarmed security vendors to provide security coverage of events. Cancellations of FPCC-provided security must be submitted at least one week prior to the event date. Cancellations received less than one week in advance are non-refundable. An example matrix is included below to help you estimate how FPCC assesses security needs for events. Please note that the recommended number of officers may vary slightly based on past experiences and the specific type of event being held on FPCC grounds. Rates per officer range from \$32-\$45 per hour and are assessed based on the times of your event.

Category	Description	Example Events	Risk Level	Mitigation Measures
Low Impact Event	- Attendance Less than 701 - Few/No Road-crossing - Public Advertising - Takes Place within 1-2 Grove Spaces - No Previous Issues - Overnight filming	- Walk-Run - Church fundraiser - Car Show	Low to Medium	1-2 Security
Medium Impact Events	- Attendance Between 701-1,000 - Multiple Road/parking lot-crossing - Public Advertising - Selling of Tickets - Open to the public - Multiple Vendors - Few/no Event Issues - Medium Film Production	- Class-Reunions 5K walks - Community Events	Medium to High	3-4 Security
High-Impact Events	- Attendance 1,000+ - Multiple Road/parking lot-crossing - Use of unauthorized areas - Public Advertising - Selling of Tickets - Open to the public - Multiple Vendors - Multiple Groves - Large Setup - Previous Event Issues - Large Film Production	- Festivals - All Class Reunions 10K+ Events - Large Community Events	High	5+ Security

Section 1 – Applicant Information

First & Last Name:		Date of Birth:	
Email Address:			
Applicant Address:		City:	State: Zip Code:
Primary Phone:		Secondary Phone:	
Are you requesting Non-for-Profit discount on permit rental fees? ☐ Yes (Additional documents required) ☐ No			
Organization facilitating event (If applicable):		Role at organization:	
Organization Address:		City:	State: Zip Code:
Primary Phone:		Secondary Phone:	

Section 2 – Filming/Photography Information

Name of Film/Photography Project:			
Event Day On-Site Contact (If different from applicant):			Cell Phone:
Please select one of the following categories: ☐ Photography ☐ Student Film ☐ Level 1 Film (1-5 Crew, Talent, Vendors, etc.) ☐ Level 2 Film (6-12 Crew, Talent, Vendors, etc.) ☐ Level 3 Film (13-20 Crew, Talent, Vendors, etc.) ☐ Level 4 Film (21+ Crew, Talent, Vendors, etc.)			
Total number on set (crew, cast, contractors, etc.):			
Provide a detailed description of your request, as it relates to the FPCC. Additional documents and materials may be attached.			
LOCATION: All applications must be submitted with a detailed site map/route detailing the nature of the request.			
1 st Location Choice:	Grove #	☐ Shelter	☐ No Shelter
2 nd Location Choice:	Grove #	☐ Shelter	☐ No Shelter

Section 2 – Filming/Photography Information

Date – 1 st Choice:	Time of Use From:	To:
Date – 2 nd Choice:	Time of Use From:	To:
Are additional dates needed for set-up/tear down? ☐ Yes (see below) ☐ No		
Set-Up Date(s):	Time of Use From:	To:
Tear-Down Date(s):	Time of Use From:	To:

Section 3– Filming/Photography Features

STREET CLOSURE: Will you be requesting permission to close a street or other public way? ☐ Yes ☐ No

If yes, please explain/describe:

STAGING AREA: Do you need an area for serving a meal or an area for holding extras? ☐ Yes ☐ No

If yes, please explain/describe:

SET MONITORING: Will you be leaving staging area overnight? ☐ Yes ☐ No

If yes, please explain/describe and answer if you will have a representative monitoring staging area overnight? (Overnight security is required.)

VEHICLES: Are you requesting permission to temporarily operate staff/supply vehicles on FPCC property (mobile trailer units/cranes/utility trucks)? ☐ Yes ☐ No

If yes, please explain/describe:

SCENES: Will the scene(s) involve any nudity, pyrotechnics, action sequences and/or weapons? ☐ Yes ☐ No

If yes, please explain/describe:

PROP GUNS: Are you requesting the use of Prop Guns? ☐ Yes ☐ No

FOG MACHINES/FIREPITS: Are you requesting the use of fog machines or firepits? ☐ Yes ☐ No

If yes, please specify all chemicals and materials used in fog machine:

EMERGENCY SERVICES: Will fire and/or EMS assistance be onsite? ☐ Yes ☐ No

If yes, please explain/describe:

LANDSCAPE: Are you requesting the removal and/or trimming of natural landscape? ☐ Yes ☐ No

If yes, please explain/describe:

SIGNAGE: Are you requesting to use signage with FPCC logo? ☐ Yes ☐ No

If yes, please explain/describe:

DRONES: Will there be drones used? ☐ Yes ☐ No

If yes, please explain/describe:

Section 4 – Special Use Items (only applicable for Still/Student Photography)

Will your event include any Special Use Items? ☐ Yes (specify below) ☐ No

Special Use Item	Qty.	Details
Amplified Equipment		Specify:
Canopy Tent (larger than 10x10)		Size?
Generator(s)		Used for:
On-Site Catering		List:
Other:		List:
Portable Toilet		Provided by:
Portable Sink		Provided by:
Total Items		x \$15 = Special Use Fee Due:

Section 5 – Security Deposit Refund

(Please complete – Failure to provide information will result in delay of refund processing.)

Payee:	Organization:	
Street Address:	Apt/Unit/Suite:	
City:	State:	Zip Code:

Section 6 – Requirements Checklist

In order to efficiently process your request please submit the following items.

- ☐ Detailed site map (on [FPCC map](#), if available. If using space outside grove, google map may be required as well.)
- ☐ List of equipment/props
- ☐ Script of scenes being filmed on FPCC property.
- ☐ Signage Plan
- ☐ Certificate of Liability Insurance with Endorsement
- ☐ Students Only: Letter on school letterhead validating film/photo project.
- ☐ Invoices for rented special use items

Waiver and Signature

By signing this Filming and Photography 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 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.

I do solemnly swear that all answers given, and statements made on this Application are full and true to the best of my knowledge

Signature of Applicant:	Date:
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SAMPLE Certificate of Liability Insurance (COI)

Please see sample certificate below. Certificates are due no less than two weeks prior to event date and must have the following noted:

1. Type of insurance must be "Commercial General Liability."
2. Amount of coverage (limit) per occurrence must be at least \$1,000,000.
3. Forest Preserves of Cook County must be listed specifically as "Additional Insured." (Policy numbers must match policy numbers on endorsement page.)
4. Address to be used on insurance should reflect our General Headquarters office in River Forest.
5. Events with 1,000+ attendees require at least \$2,000,000 per occurrence and may require additional endorsements or coverage.

ACORD® **CERTIFICATE OF LIABILITY INSURANCE** DATE (MM/DD/YYYY)
11/15/2022

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 Whoop Liver Saint Insurance 588 Street J Forest Park, IL 60302		CONTACT NAME: John Doe PHONE (A/C, No, Ext): 773-202-5662 FAX (A/C, No): E-MAIL: Test2@gmail.com ADDRESS:	
INSURED Steel Toe Whoop INC. 425 S Harlem Ave. Lake Avenue, IL 60305		INSURER AFFORDING COVERAGE INSURER A: Liver Saint Insurance Company NAIC # 544558 INSURER B: INSURER C: INSURER D: INSURER E:	

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 ENDORSEMENTS AND CLAIMS.

INSR LTR	TYPE OF INSURANCE	ACORD SURR INSP. NO.	POLICY NUMBER	POLICY PERIOD (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☒ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO. ☐ LOC ☐ OTHER: AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED ☐ SCHEDULED ☐ AUTOS ONLY ☐ HIRED ☐ NON-OWNED ☐ AUTOS ONLY UMBRELLA LIAB ☐ EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE ☐ RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS LIABILITY ☐ ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/DIRECTOR EXCLUDED? (Mandatory in RI) If yes, describe under DESCRIPTION OF OPERATIONS below	X	X5556-7890-3	11/09/2022	11/09/2022	EACH OCCURRENCE \$ 1,000,000.00 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000.00 MED EXP (Any one person) \$ 1,000,000.00 PERSONAL & ADV INJURY \$ 1,000,000.00 GENERAL AGGREGATE \$ 2,000,000.00 PRODUCTS - COMP/OP AGG \$ 2,000,000.00 COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE ☐ OTHER ☐ 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)

The Forest Preserve of Cook County is named additional insured

CERTIFICATE HOLDER Forest Preserve of Cook County 536 N. Harlem Ave River Forest, IL 60305	CANCELLATION 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 John Doe
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ACORD 25 (2016/03)

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SAMPLE: Endorsement Page of COI

POLICY NUMBER:

**COMMERCIAL GENERAL LIABILITY
CG 20 26 04 13**

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 PART

SCHEDULE

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

Forest Preserves of Cook County
536 N. Harlem Avenue
River Forest, IL 60305

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

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, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

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.