



# RANTOUL NATIONAL AVIATION CENTER Special Event Application



SIX AVIATION DRIVE, RANTOUL, IL 61866

Bob Coverdill, Airport Manager

217-892-6895 OFFICE • 217-649-4558 CELL • [airportmanager@myRantoul.com](mailto:airportmanager@myRantoul.com)



**Rantoul National Aviation Center**

Six Aviation Center Drive  
Rantoul, IL 61866

Office 217-892-6895  
Cell 217-649-4558

**SPECIAL EVENT  
APPLICATION**

**Responsible Party**

Event Name \_\_\_\_\_

Responsible Party \_\_\_\_\_

Billing Address \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

**Official Point of Contact**

Name \_\_\_\_\_

Email \_\_\_\_\_ Cell Phone \_\_\_\_\_

**Event Information**

Event Name \_\_\_\_\_

Setup Date/Time \_\_\_\_\_ Start Date/Time \_\_\_\_\_

End Date/Time \_\_\_\_\_ Number of Expected Participants \_\_\_\_\_

**Attachments**

- Completed Application (no later than 60 days prior to event)
- Certificate of Insurance
- Usage/Rental Fee

I, the undersigned applicant, acknowledge and agree that any usage of the RNAC, together with any facilities related thereto, are being provided in an "as is" condition without any representation or warranty by the Village of Rantoul concerning its condition. The Village shall not be liable or held responsible for any damages to property or injury to persons, which may arise from or be attributable to the facility being used.

I, the undersigned applicant, affirm that the information contained in this document is true and correct for the purpose of requesting the Village of Rantoul to obtain the Special Event Permit herein applied for. Further, I agree to notify the Rantoul National Aviation Center Manager of any changes of the above information.

\_\_\_\_\_  
*Applicant Signature*

\_\_\_\_\_  
*Date*



## Rantoul National Aviation Center Special Event Application

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Thank you for considering the Rantoul National Aviation Center (RNAC) for your special event activity. The RNAC has the space and infrastructure to support a variety of special events, and we hope this is the case for your event. The Half Century of Progress Farm Show, Top Gun LargeCar Shootout Truck Show, Autocross Racing, Auto Clubs, driver's training, and numerous other events occur annually at the airport.

After your application has been approved by all relevant parties, we will work diligently to ensure all onsite details are taken care of, and we will do all that we can to help make your event a success. Your completed application can be returned to the Airport Manager via email, postal mail, or by dropping it off at the FBO (airport office).

### Special Event Requirements

- All established safety, security, and control procedures must be adhered to.
- All event activity, visitors, and participants must remain within the approved area.
- No motor vehicles or personnel permitted on airport movement areas (runways, taxiways, ramps, or taxilanes) without prior written authorization. There is zero tolerance for runway incursions.
- No aerial devices.
- No pyrotechnic displays.
- No firearms are permitted on the premises.
- No cannabis products or illegal drugs are permitted on the premises.
- No smoking (cigarettes, e-cigarettes, or vapes) on the ramp area, or within 100 feet of an airplane or refueling truck.
- No Alcoholic beverages on the premises. A Temporary Liquor License can be obtained from the Village of Rantoul Liquor Commissioner in compliance with the laws of the State of Illinois regulating the sale and use of alcoholic beverages. Absolutely no alcoholic beverages will be served to any minor on the premises, regardless of parental consent.
- Any noise associated with the event that can be clearly heard in the adjacent residential areas must be reduced to an acceptable level. Repeated noise complaints, which could be considered a public nuisance, can result in cancellation of the event, and possible termination of future events.
- All garbage must be collected and disposed of properly by the event sponsor. Cleaning charges will be assessed for any area not properly maintained.
- Inclement weather procedures must be taken into consideration by the event organizer.
- The Village of Rantoul must be informed if the event is not to be publicized on various media platforms.
- A written report may be required to summarize the event, including the number of participants and spectators, event income, possible mishaps, and any safety and/or security concerns.
- Authorized personnel have the right cancel the event, or terminate any associated activities, due to reasonable cause.



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### Application Procedures

- To initiate the process, the completed application must be submitted no later than sixty days prior to the event. An airspace review will then be conducted.
- Approval of all special events at the RNAC are contingent upon approval of the Illinois Department of Transportation, Division of Aeronautics, and the Federal Aviation Administration.
- Availability is on a first come, first served basis, and is subject to change without notice.
- Special events that continue outside of RNAC property (such as a race or parade) require the organizer to obtain the requisite permits, and approval from other Village departments.
- After approval of the special event, a Use Agreement will be drafted and must be signed by the responsible party.
- A Certificate of Insurance is required to be provided two weeks prior to the special event. The Village of Rantoul must be included as additional insured.
- A signed Waiver, Assumption of Risk, and Indemnification Agreement is required by all participants.
- There is zero tolerance for runway incursions. The event organizer must coordinate in advance any required fencing, and independently secure the needed volunteers and/or employees to ensure security. All visitors and participants must remain within the approved area.
- Events must comply with all other applicable Village, State, and Federal laws.

### Usage/Rental Fees

All event fees are due and payable prior to the event. The standard event fees include coordination and support by the RNAC and the Village of Rantoul, along with utility usage under \$100.00. Extra requirements, and longer setup time that reduce the usability of the event area, are subject to additional cost. Usage and rental fees are subject to change without notice.

- |   |                  |            |
|---|------------------|------------|
| ▪ Special Event Area (behind One Aviation Center Drive)       | \$300.00 per day | _____ Days |
| ▪ Closed Taxiway Area (East Side of Airfield)                 | \$250.00 per day | _____ Days |
| ▪ Airport Personnel (Weekends/Holidays Only)                  | \$100.00 per day | _____ Days |
| ▪ Utility Usage (First \$100.00 Included)                     | Amount TBD       | _____      |
| ▪ Fire Hydrant Meter (Available via Public Works if needed)   | Amount TBD       | _____      |
| ▪ Additional Fencing, Barricades, Signs, etc. (if applicable) | Amount TBD       | _____      |
| ▪ Special Event Gross Profit Percentage (if applicable)       | Amount TBD       | _____      |
| ▪ Porta Potty Rental to be Arranged by Event Organizer        |                  |            |



## Rantoul National Aviation Center Special Event Application

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### Minimum Insurance Requirements

1. Comprehensive General Liability  
(Including Premises-Operations, Independent Contractors' Protective,  
Products and Completed Operations, and Board Form Property Damage)
  - A. Bodily Injury:
    - \$1,000,000 Each Occurrence
    - \$3,000,000 Aggregate, Products, and Completed Operations
  - B. Property Damage:
    - \$500,000 Each Occurrence
    - \$500,000 Aggregate
  - C. Contractual Liability (Hold Harmless Coverage):
    - Bodily Injury:
      - \$500,000 Each Occurrence
    - Property Damage:
      - \$500,000 Each Occurrence
      - \$500,000 Aggregate
  - D. Personal Injury, with Employment Exclusion Deleted:
    - \$1,000,000 Aggregate
2. Comprehensive Automobile Liability  
(Including Owned, Non-Owned, and Hired)
  - A. Bodily Injury:
    - \$1,000,000 Each Person
    - \$1,000,000 Each Accident
  - B. Property Damage:
    - \$500,000 Each Occurrence
3. Workers' Compensation:
  - A. Statutory State – Illinois
  - B. \$500,000 Employer's Liability
  - C. As Applicable Union Labor Contracts – Benefits Required
4. Umbrella Liability:
  - A. \$1,000,000



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**WAIVER, ASSUMPTION OF RISK,  
AND INDEMNIFICATION AGREEMENT**

Event Name \_\_\_\_\_

Participant Name \_\_\_\_\_

Parent/Guardian Name (if minor) \_\_\_\_\_

Address \_\_\_\_\_

I, the undersigned, as the Participant, including on my behalf my Parent/Legal Guardian (if minor), for myself and any of my heirs, personal representatives, and assigns, in consideration of being permitted to participate in any capacity in the above noted event at the Rantoul National Aviation Center within the Village of Rantoul, Champaign County, Illinois, do hereby release, waive, discharge, and covenant not to sue the Village of Rantoul, including its officers, employees, licensees, successors, assignees, agents, representatives, and any affiliated agencies and organizations, from any and all claims including the negligence of Released and Indemnified Parties, resulting in personal injury, accidents, or illnesses, including death, and property damage arising from, but not limited to, any such participation in the above noted event.

**Assumption of Risks:** Participation in the event carries with it certain inherent risks that cannot be eliminated regardless of the care taken to avoid injuries. The specific risks vary from one activity to another, but the risks range from minor injuries (scratches, bruises, sprains, etc), major injuries (eye injury, back injury, concussion, heart attack, etc), and catastrophic injuries (loss of sight, paralysis, death, etc).

**I have read the previous paragraph and know and understand these and other risks that are inherent in the activities involved at the event. I assert that my participation is voluntary, and that I knowingly assume all such risks.**

**Indemnification/ Hold Harmless:** I agree to indemnify and hold the Released and Indemnified Parties harmless from any and all claims, actions, suits, procedures, costs, expenses, damages, and liabilities, including attorney's fees, brought as a result of my involvement in the activities at the above noted event, and to reimburse any of them for any such expenses incurred.

**Severability:** I further expressly agree that this Waiver, Assumption of Risk, and Indemnification Agreement is intended to be as broad and inclusive as permitted by the laws of the State of Illinois, and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

**Acknowledgement of Understanding:** I have read this Waiver, Assumption of Risk, and Indemnification Agreement, and I fully understand its terms. I acknowledge that this Agreement is being signed freely and voluntarily, and that I intend to affect a complete and unconditional release of all liability of the Village of Rantoul to the greatest extent permitted by law.

\_\_\_\_\_  
*Participant Signature*

\_\_\_\_\_  
*Date*

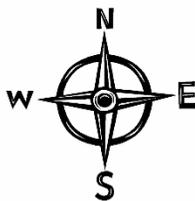
\_\_\_\_\_  
*Parent/Guardian Signature (if minor)*

\_\_\_\_\_  
*Date*



# Rantoul National Aviation Center Special Event Application

## SPECIAL EVENT MAP WEST SIDE OF AIRFIELD



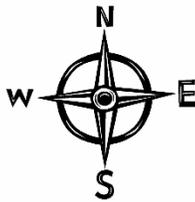
Legend	
	Event Area
	Airport Fence
	Airport Gate
	Runway Visibility Zone



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**SPECIAL EVENT MAP**  
EAST SIDE OF AIRFIELD  
CLOSED TAXIWAY



Legend	
	Event Area
	Airport Fence
	Airport Gate
	Barricade

