

THE CITY OF LAKE FOREST

**ADMINISTRATIVE DIRECTIVE 6-7 – ATTACHMENT “A”
RELEASE AGREEMENT FOR FLEET MAINTENANCE GARAGE**

I, _____, an employee of The City of Lake Forest, Illinois, do hereby request permission to use the Fleet Maintenance Garage, property of The City of Lake Forest, Illinois, for personal purposes. I understand that my access to the Fleet Maintenance Garage shall be limited to outside of my normal working hours. I further understand, except as provided in Administrative Directive 6-7, § 3.1.3, that I may use Fleet Maintenance Garage only for the maintenance and repair of my personal vehicle.

In consideration of the granting of such permission, I do hereby, for myself, my heirs, executors, and administrators, release, discharge and hold harmless The City of Lake Forest, Illinois, its officers, employees, and agents, acting officially or otherwise, from any and all claims, demands, actions or causes of action, on account of (a) any damage to my property or the property of others; (b) any injury, damage or loss of whatever nature to others arising out of or relating to my use of the Fleet Maintenance Garage or any equipment therein as well as any activities relating to or the work that I perform; or (c) any injury or injuries that I may receive, or on account of my death as a result of injuries received by me, arising out of or relating to the granting of permission to me to use the Fleet Maintenance Garage or any equipment therein, as well as all activities whatsoever in connection with the work I or another are performing in the Fleet Maintenance Garage or with the equipment therein. I hereby acknowledge that all work on personnel vehicles will be performed off-duty and outside the course and scope of my employment for the City with no applicable workers' compensation benefits available.

Signature of Applicant

Dated at Lake Forest, Illinois this _____
day of _____, 20__.

Date and Time Garage Requested: _____

Special Equipment to be Utilized: _____

Approval of Fleet Supervisor

Date