



**METROPOLITAN AIRPORT AUTHORITY
OF ROCK ISLAND COUNTY, ILLINOIS**

GROUP TOUR REQUEST FORM

Please fill out the form below and return to info@qairport.com

We will review your request and respond promptly. Submittal of request is not a guarantee and tours will be dependent upon staff and facility availability.

Date of Request _____

Group/Company Name _____

Address _____

Telephone _____

Primary Contact _____ Telephone _____ Email _____

Estimated Number of Participants _____

Requested Tour Date (first choice) _____

Secondary Tour Date (if first choice is unavailable) _____

Requested Arrival Time (between 8:30am-3:00pm Monday–Friday) _____

Is there anything specific your group is interested in learning about? _____

Special Accommodation Requests _____

Approved By:

Name _____

Title _____

Date _____



Liability Waiver & Release Form

NOTE: THIS IS A LEGALLY BINDING AGREEMENT, REVIEW CAREFULLY.

In consideration of the permission extended to me and the group/company I represent to tour the facilities owned by the Metropolitan Airport Authority of Rock Island County, Illinois ("MAA"), I the undersigned, being of lawful age, do forever release, acquit, discharge, defend, hold harmless, and indemnify the MAA, its past, present or future duly elected, appointed or employed officials, directors, officers, or members of commissions, boards, heirs, successors, executors, administrators, agents, legal representatives, servants, assigns, subsidiaries or other units operated by the MAA from all manner of actions, causes of actions, debts, claims and demands for or by reason, including injury resulting in death, which may be sustained as a result of any and all property damage and/or injury claims, which may or may not have been caused solely or partly by the negligence of the MAA, as a result of said tour. I understand the MAA does not assume liability for property damaged, lost or stolen on the premises of the MAA and agree to be responsible for any damages incurred to the MAA facilities and furnishings. I acknowledge that this Release is also given with the express intention of binding my spouse, heirs, executors, administrators, legal representatives and assigns to the same.

I understand that the MAA reserves the right to cancel any future requests from any group/company for non-compliance and acknowledge I have had the ability and opportunity to seek independent legal advice prior to signing this Release.

This Release contains the entire agreement between the parties and the terms of this release are contractual and will be construed in accordance with and governed by the laws of the State of Illinois, and that if any of its terms or provisions are found to be illegal or unenforceable, the validity of the remaining portions shall remain valid and enforceable.

I further state that I have carefully read the foregoing Release and understand the contents thereof, and I sign the same freely and voluntarily.

**METROPOLITAN AIRPORT AUTHORITY
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GROUP/COMPANY

Signature: _____
Name (Print): _____
Title: _____
Date: _____

Signature: _____
Name (Print): _____
Title: _____
Group/Company: _____
Date: _____



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Photo/Video Release Form

NOTE: THIS IS A LEGALLY BINDING AGREEMENT, REVIEW CAREFULLY.

I the undersigned, being of lawful age, authorize the Metropolitan Airport Authority of Rock Island County, Illinois ("MAA") (Owner) to publish videos and photographs, taken of me on _____ (date of tour)

OWNER: Metropolitan Airport Authority of Rock Island County, Illinois

The Owner shall have complete ownership of the photograph(s)/video(s). I give the Owner the right to use my name, likeness and biographical material to be used on print, digital, online, social media or video-based marketing materials and publications:

The Owner may:

1. Photograph/video me and my likeness for the purpose of the production mentioned above, whether by print, digital, online, social media or video-based marketing materials and publications or otherwise.
2. Make copies of the photographs/videos so made.
3. Use my name and likeness for the purposes of education, promotion or advertising of the sale or trading in the photographs and any copies so made.
4. Edit or crop the photographs/videos so made.

I further understand the master image(s) remain(s) the property of the Owner and that there will be no restrictions on the number of times that my name and likeness may be used. I understand that once the photographs/videos are posted online, the photographs/videos are subject to being downloaded by any computer user anywhere.

I the undersigned, being of lawful age, do forever release, acquit, discharge, defend, hold harmless, and indemnify the MAA, its past, present or future duly elected, appointed or employed officials, directors, officers, or members of commissions, boards, heirs, successors, executors, administrators, agents, legal representatives, servants, assigns, subsidiaries or other units operated by the MAA from all manners of actions, causes of actions, debts, claims and demands for or by any reason from any liability by virtue of any blurring, distortion, alteration, optical illusion, whether intentional or otherwise, that may occur as well as any publication thereof, including but not limited to any claims of libel or invasion of privacy. I acknowledge that this Authorization and Release is also given with the express intention of binding my spouse, heirs, executors, administrators, legal representatives and assigns to the same

This Authorization and Release contains the entire agreement between the parties and the terms of this Authorization and Release are contractual and will be construed in accordance with and governed by the laws of the State of Illinois, and that if any of its terms or provisions are found to be illegal or unenforceable, the validity of the remaining portions shall remain valid and enforceable. I acknowledge I have had the ability and opportunity to see independent legal advice prior to signing this Authorization and Release.

I further state that I have carefully read the foregoing Authorization and Release and understand the contents thereof, and I sign the same freely and voluntarily.

Signature: _____

Name (Print): _____

Date: _____



**METROPOLITAN AIRPORT AUTHORITY
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If the person signing is under age 18, there must be consent by a parent or guardian as follows:

I hereby certify that I am the parent/guardian of _____, named above, and do hereby give consent without reservation to the foregoing on behalf of this person.

Parent/Guardian's Signature: _____

Date: _____

Parent/Guardian's Name (Print): _____