

GOLF MAINE PARK DISTRICT Facility Rental Information

www.GMPD.org

FELDMAN: 8800 W. KATHY LN
NILES, IL 60714
CONTACT: KEVIN HUBKA
P: (847) 297-3000 ex. 100
F: (847) 297-6179

DEE PARK: 9229 W. EMERSON
DES PLAINES, IL 60016
CONTACT: SAM MATHEW
P: (847) 297-3026 ex. 210
F: (847) 297-5779



DEE PARK:	FEE:	NR Fee:	Deposit:
Gymnasium: (capacity 250) (2hr. deal)	\$45/hr. \$80	\$55/hr. \$100	\$100 \$100
Meeting Room: (Capacity 20)	\$35/hr.	\$50/hr.	\$50
Multi Purpose Room: (Capacity 35)	\$30/hr.	\$45/hr.	\$50
Cricket Pitch: (2hrs.)	\$50	\$75	\$0
Ball fields: (no lights)	\$30/hr.	\$40/hr.	\$0
(2hr. deal)	\$50	\$75	\$0
Bases & set-up	\$30	\$40	\$50

If outdoor event requires lights there is an additional fee of \$30/hr.

Sand Volleyball Court:	\$10/hr.	\$15/hr.	\$0
Picnic Shelter (to reserve)	\$10/hr.	\$25/hr.	\$0

FELDMAN RECREATION CENTER:

	FEE:	NR Fee	Deposit:
Gymnasium: (Capacity 560)	\$140/hr.	\$160/hr.	\$200
Half Gym:	\$70/hr.	\$80/hr.	\$200
Multi-Purpose Room:			
Full (Capacity 135)	\$65/hr.	\$80/hr.	\$100
Half (Capacity 65)	\$55/hr.	\$70/hr.	\$100

Rental of both Gym & Multi-Purpose Room together: \$160/hr. \$200

Gazebo: \$10 \$25 \$25

**After 10pm there is an additional \$10 per hour charge on all indoor facilities

***RENTAL RATES BEGIN FOR ALL PARTIES STARTING JANUARY 1, 2017**

RENTAL RULES, REGULATIONS and POLICIES

- Park District sponsored activities shall have priority in all facility usage. The District reserves the right to cancel a rental at any time for any reason. Rental fees and charges are subject to change without notice.
- Individuals signing the rental/use application must be at least 21 years of age, be present during the entire rental period, is responsible for all fees, payments and assume responsibility for all actions of the group and usage of the room and equipment including the chaperoning of minors. Children must be supervised at all times. Running, excessive noise and/or rowdiness will not be tolerated, especially in the lobby and foyer areas. If the rental is responsible for a false fire alarm, the entire security/damage deposit may be forfeit.
- Rentals must be applied for and signed in person at which time the required security deposit is due. The minimum rental period is two (2) hours at Dee Park and three (3) hours at Feldman Recreation Center. Full payment of all fees is required 14 days prior to the event. **A rental will be considered canceled should payment in full not be received 14 days prior to the event.** Multiple use rentals in excess of 30 days may require a separate payment schedule.
- If a reservation is canceled more than 30 days prior to the event, total fees paid will be refunded minus a \$25.00 administrative charge. If a reservation is canceled 14 - 30 days prior to the event, renter's security deposit is forfeited. For cancellations less than 14 days prior to the event, 50% of total fees paid will be refunded.
- In addition to the rental times stated in the application, renters are allowed a 30 minute set-up time before the event and 30 minute clean-up time after the event. Additional fees will be charged for use of the facility in excess of these times.
- A security deposit will be charged. Deposits shall be refunded if the facility is found clean and undamaged. Groups or individuals using Park District facilities are responsible for the building being in a clean and orderly state after their scheduled use or risk a damage/clean-up assessment deducted from the security deposit.
- The District reserves the right to require additional security for large groups and to charge an additional \$25.00 per hour per security for this service.
- The Park District reserves the right to prohibit any rental/use application which is contrary to public safety and welfare.
- A rental/use application agreement may be revoked at any time due to misconduct of individuals, falsification of information, misuse of property or failure to comply with District rules and regulations. Rental payment will be forfeited and future applications will not be approved for groups or individuals involved.
- Food and beverages are prohibited at all times in the gymnasium, foyer and lobby areas. Smoking anywhere in the building is prohibited at all times.
- The District is not responsible for providing equipment or services not requested.
- **Alcohol**
- Alcoholic beverages are prohibited on Park District property (unless all requirements for alcohol usage have been met at least 60 days in advance). Renter must obtain Dram Shop Insurance (liability insurance) with a \$1,000,000.00 limit and additionally insuring Golf Maine Park District. Request a special permit from the Village of Niles approving the use of alcoholic beverages. The liability insurance maybe also required for larger groups. No alcohol at our Dee Park location.
- If all guidelines are followed, refunds will be issued approximately fifteen (15) business days after your rental.
- Rental information including forms, fees, space availability, and rules and regulations are available at the Park District's Website www.gmpd.org or at the Administrative Office, 8800 Kathy Lane, Niles, Illinois 60714. Business hours are 8:30 a.m. to 5:00 p.m., Monday-Friday.