

Community Room Rentals

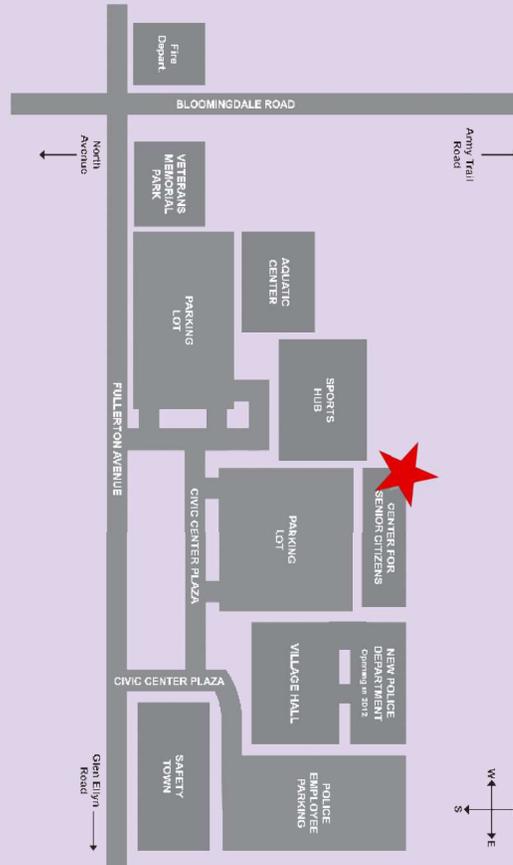
Quick Facts

- Up to 130 people can be seated in the Community Room.
- The Community Room has rental hours every weekday evening.
- On Saturday & Sunday the rentals hours are from 8:00 am to midnight.
- Hourly rates start at \$50 an hour. (Minimum rental hours apply)
- All functions will be charged a \$25 set up fee.
- A deposit of \$150 is required and may be fully refundable.
- Bar packages are available
- Ask our event coordinator about additional amenities such as coffee service, audio/visual equipment and wait staff.

Contact Us

Center for Senior Citizens
260 Civic Center Plaza
Glendale Heights, IL 60139
630.260.6050

Glendale Heights Center for Senior Citizens
Promoting "Fuller, Stronger, Longer Lives"



260 Civic Center Plaza, Glendale Heights, IL 60139
630.260.6050 | glendaleheights.org/seniors

Glendale Heights Center for Senior Citizens
Community Room Rentals



Book your event today!

260 Civic Center Plaza
Glendale Heights, IL 60139
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Rentals

Stop in today to see the beautiful new Community Room that can seat up to 130 people, with an attached lighted outdoor veranda.

Our friendly staff will work with you to ensure that your special event is a success!

Additional Amenities

The Event Coordinator will work with you to determine additional amenities that will help make your event a success. Amenities may include:

- Audio/Visual Equipment: \$50.00
- I-Pod: \$25.00
- Table Skirting: \$5.00/Table
- Coffee Service: \$1.00/Person
- Punch Bowls: \$5.00 Each
- Chafing Dishes: \$5.00 Each
- Bartender: \$20.00/Hour (min. 3 hours)
- Table Cloths: \$3.50/Table
- Chair Covers & Ties: \$3.00/Chair
- Napkins: \$0.50/Piece
- Beer & Wine Bar Services
- Food Service Vendor List



Room Rental Hours

Monday - Thursday
3:00 pm to 11:00 pm

Friday
3:00 pm to Midnight

Saturday & Sunday
8:00 am to Midnight



Booking Fees

Monday - Thursday
\$50/hr (minimum 2 hours)

Friday - Sunday before 5:00 pm
\$60/hr (minimum 3 hours)

Friday & Sunday after 5:00 pm
\$80/hr (minimum 4 hours)

Saturday after 5:00 pm
\$90/hr (minimum 4 hours)

A deposit of \$150 is due upon signing of the rental contract, and may be fully refundable when it is determined that compliance with facility rental rules were met.

All functions will be charged a \$25 set-up fee.

Final payment is due 2 weeks prior to event.

In compliance with Illinois State Law, smoking is strictly prohibited in the building.

You must be at least 21 years of age to enter into contract agreement.

Bar Options

Bar Packages per person fee is \$6.50 for one hour, \$9.00 for two hours, \$11.00 for three hours and \$13.00 for four hours. Bar Packages are to be charged for every guest 21+ yrs attending your event. No Exceptions.

Tab bar (party host pays for all drinks ordered by guests) or Cash bar (guests individually pay for drinks when ordering)

All bars are charged a \$20.00/hour bartender fee (minimum 3 hours/Max 4 hours).

Domestic beer, import beer, and select wines are available.

Tab Bar and Package Bar

All Bars must conclude a half-hour before the party ends. Example: If party ends at midnight (12:00 am), the bar must stop at 11:30 pm.

Illinois State Law, No one under 21 years is allowed to consume Alcohol. No outside liquor is allowed in the building.

Endless Possibilities

For as little as \$50 an hour you can rent the Community Room for an event such as:

- Bridal Shower
- Baby Shower
- Wedding Reception
- Family Reunion
- Birthday Party
- Graduation Party
- Holiday Party
- Business Meeting

Seating is available for up to 130 guests.