

BANQUET

COMMUNITY ROOM

Pricing Guide

THERE IS A \$300 REFUNDABLE SECURITY DEPOSIT REQUIRED
NOTE: RATES ARE GLENDALE HEIGHTS RESIDENT RATES.
THERE IS AN ADDITIONAL \$50 FLATFEE FOR NON-RESIDENTS

MONDAY - THURSDAY

5:00 pm - 10:00 pm

\$125/HOUR
(4 HOUR MIN.)

FRIDAY

5:00 pm - Midnight

\$150/HOUR
(4 HOUR MIN.)

SATURDAY - SUNDAY

9:00 am - 4:00 pm

\$125/HOUR
(4 HOUR MIN.)

SATURDAY

5:30 pm - Midnight

\$175/HOUR
(5 HOUR MIN.)

SUNDAY

5:30 pm - 10:00 pm

\$150/HOUR
(4 HOUR MIN.)



THE PERFECT VENUE FOR SHOWERS, ANNIVERSARIES,
BIRTHDAY PARTIES, SMALL WEDDINGS AND MORE



Linda Jackson Center for Senior Citizens
630.260.6050 | Seniors@glendaleheights.org
260 Civic Center Plaza, Glendale Heights, IL
www.glendaleheights.org/seniors

BANQUET

COMMUNITY ROOM

FAQ

1. How many people can the Community Room accommodate?

a. 128 people.

2. Does the deposit go towards the room?

a. No, it is refunded 6-8 weeks after your rental.

3. Is outside alcohol allowed?

a. Outside alcohol is prohibited. However, we do offer different bar options.

4. Are we allowed to bring in home cooked or catered food?

a. You can bring in either home cooked or catered food. Warmers are available for any pre-cooked food. Cooking onsite is strictly prohibited. Use of our stove, ovens, flat top and grill is not permitted.

5. How much time is allowed for set up and take down?

a. The time you book is the time you have to set up, clean up, and have your rental.

6. What are the dimensions of the tables you have?

a. Round tables are five feet round and rectangle tables are eight feet long.

7. Are bouncy houses allowed inside or outside the facility?

a. No.

8. Do you have other rooms to rent?

a. No, but the Village of Glendale Heights does have rental rooms at the Glendale Heights Sports Hub and Glendale Lakes Golf Club.

9. Are tablecloths provided?

a. No, you have to provide your own tablecloths.

10. How far in advance do we need to cancel to receive a full refund?

a. 30 days prior to your event.

11. Can the room be sectioned off into two rooms?

a. No.

12. Can catering/decorating vendors drop off items before the rental?

a. No, doors will not open until the rental time.



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