



Streamwood Park District  
Hoosier Grove Barn  
Rental Application - Individual

Application Date: \_\_\_\_\_ Date of Function: \_\_\_\_\_

Setup Time: \_\_\_\_\_ to \_\_\_\_\_

Party Time: \_\_\_\_\_ to \_\_\_\_\_

Break Down Time: \_\_\_\_\_ to \_\_\_\_\_

Renter's Name: \_\_\_\_\_

Street: \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone No:( ) \_\_\_\_\_ Cell Phone No:( ) \_\_\_\_\_

Work Phone No:( ) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Reason for Function: \_\_\_\_\_ Number in Party: \_\_\_\_\_

**Room (s) desired:**                      Main                      Loft                      Main/loft

Will you be decorating?    Yes    No    *(Your decorations must be removed at the end of your event. You may only use a masking-based tape to put up decorations.)*

**Beverage Service:**                      Do you need bar service?    Yes    No

Type of bar :    Cash Bar                      Tab Bar                      Per Person  
Other \_\_\_\_\_

Type of liquor option:    Beer, wine, pop, & house liquor  
   Beer, wine, pop, & name brand liquor  
   Beer, wine , and pop

Price per person: \_\_\_\_\_ *(Cash and tab prices already include sales tax. For package options 9% sales tax will be added to the total.)*

Time Bar opens: \_\_\_\_\_ Bar closes: \_\_\_\_\_  
Number of bartenders scheduled: \_\_\_\_\_ @ \$75 each per 4 hours  
Special order champagne? \_\_\_\_\_  
*(Minimum two weeks notice needed for special orders)*

**Food Service:** Will you be using: \_\_\_\_\_ Facility preferred caterer (\$25 discount)  
\_\_\_\_\_ Own caterer or food (No discount, \$25 fee)

**Coffee Service:** Do you need coffee service? Yes No

Number of Cups: 40 60 80 100 Type: Regular Decaf

**Fee Schedule:**

Deposit for rental : \$ \_\_\_\_\_ (Required to guarantee reservation - This is separate from room fees. The deposit will be mailed to you after the successful completion of your event.)

Rental fee:	\$ _____ (first 4 hours)
Additional time?	\$ _____ ( _____ additional hours @ \$ _____ /hour)
Subtotal	\$ _____
Resident Discount	\$ _____
Caterer Discount	\$ _____
Fees total:	\$ _____

**Full payment for bar service is due at the conclusion of your function.**

Your room rental fees (including additional hours and caterer's fee, if any) are due 30 days in advance of your event. Your rental request may be denied if payment of \$ \_\_\_\_\_ is not received by \_\_\_\_\_.

It is fully understood and agreed by the parties that the renter guarantees to indemnify and hold harmless the Streamwood Park District, its officers, employees, volunteers, and agents against any and all claims, damages, losses and suits of any manner which might arise as a result of the covered function and that the renter agrees to defend the Streamwood Park District, its officers, employees, volunteers, and agents and indemnify same against any and all expenses incurred in the defense of any suit of any type arising out of the covered function or any damages, judgments or decrees which might be awarded against the same in the event that suit should be brought as the result of the covered function as identified above.

**I have read the room rental rules and regulations and understand, acknowledge and accept the conditions and responsibilities of renter as set forth therein regarding use of the facilities and conduct of the rental participants.**

Renter's signature \_\_\_\_\_

Renter's signature \_\_\_\_\_