

Hopkins Park Terrace Room



2024 Room Rates:

Weekends

May - October

\$875 Saturday (\$625 – Fri or Sun)

November, January - March

\$600 Friday-Sunday

December and April

\$650 Friday-Sunday

6- hour event maximum; additional time is allotted for decorating, etc.

Weekdays (Mon - Thurs)

\$300 (Up to 4 Hours)

Gazebo Ceremony:

\$315

Includes set up of garden chairs and use of PA system for music and microphone.



Bar Service:

\$175 (\$125 under 100 people)

(Sets up cash bar and covers license, insurance, and staffing costs. See next page for bar packages)



Tables:

- Round, 60-inch diameter, seating for 8 people.
- Rectangle, 8 feet long (2 for the buffet, 1 for gifts, 1 for DJ, etc...)
- Table linens are \$7.00 - \$9.00 per table.
- Skirting is \$17.00 per 8ft table.
- 30-inch high-top tables are \$5.00 per table.
Outside linens are allowed.

Chairs:

- High back, neutral fabric covered.
- Chair Covers \$0.75 - \$1.50 each.



Lights:

- Deck Lights (string lights along deck). \$25.00 each.
- Uplighting (6 wall lights and 5 light bulbs). \$45.00.

Set-Up:

- Tables and chairs will be set up 2 hours prior to your event, at which time you may attend to the room (decorate). If the room is not booked on the day prior to the rental, the set-up will be completed by noon, at which time you may attend to the room (decorate).
- Decorations are limited to **table arrangements, window frames, and independent structures.**
- The room is open and staffed 2 hours prior to your scheduled event.
- A \$150.00 cleaning deposit is collected before your event. The renter is responsible for cleaning and returning the area to a condition equal to when it was entered. If the area is found otherwise, the DeKalb Park District reserves the right to retain all or a portion of the cleaning deposit.

Catering:

- All food for events must be prepared offsite. You are free to use any caterer you wish at the Terrace Room. Most of the caterers and restaurants in the area are familiar with the facility. No refrigeration is available.
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Bar:

- The bar may operate as a cash bar, open bar, or a combination of the two (for example open on beer, wine and pop, cash on everything else). Any open bar arrangements must be made at least 2 weeks prior to the contracted date. Underage consumption of alcoholic beverages will not be tolerated. Two forms of identification will be required by those people in question. The following is information regarding bar pricing and options.
- **For all cash bars there is a required sales minimum that is determined by the number of guests expected to attend. Please note that the bar service fee is NOT included in the bar sales minimum. If this minimum is not met, the credit card on file will be charged for the remaining balance.** Events of 100 guests or less will have a bar sales minimum of \$250. Events over 100 guests will have a \$500 bar sales minimum. (Prices are subject to change)
- Bar Package information packets are available upon request.

Standard Bar Prices (prices are subject to change)

- Soda: \$1.00 per glass.
- Draft Beer: \$3.00 per glass.
- Wine (single serve bottle): \$5.00 per glass.
- Mixed Drinks: Prices vary \$6.00 - \$9.00 per glass.
- Corkage Fee (wine or champagne only): \$5.00 per bottle (750 mL or 1 L bottles).

Full Liquor Packages

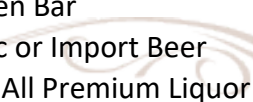

Standard Liquor Bar:

- \$19.00 Per Person
- 6 HOURS of Open Bar
- Keg of Domestic Beer
- Liquor Includes All Standard Liquor

Premium Liquor Bar:

- \$23.00 Per Person
- 6 HOURS of Open Bar
- Keg of Domestic Beer
- Liquor Includes All Premium and Standard Liquor

Deluxe Liquor Bar:

- \$25.00 Per Person
 - 6 HOURS of Open Bar
 - Keg of Domestic or Import Beer
 - Liquor Includes All Premium Liquor
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Standard Beer & Wine:

- \$13.00 Per Person
- 6 HOURS of Open Bar
- Keg of Domestic Beer
- White Wine & Red Wine

Premium Beer & Wine:

- \$16.00 Per Person
- 6 HOURS of Open Bar
- Keg of Domestic Beer
- Hard Seltzers
- White Wine & Red Wine

Deluxe Beer & Wine:

- \$18.00 Per Person
- 6 HOURS of Open Bar
- Keg of Domestic or Import Beer
- Hard Seltzers
- White Wine & Red Wine



Standard Beer Bar:

- \$12.00 Per Person
- 6 HOURS of Open Bar
- Keg of Domestic Beer

Premium Beer Bar:

- \$14.00 Per Person
- 6 HOURS of Open Bar
- Keg of Domestic Beer
- Hard Seltzers

Deluxe Beer Bar:

- \$15.00 Per Person
 - 6 HOURS of Open Bar
 - Keg of Domestic or Import Beer
 - Hard Seltzer
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Standard Wine Bar:

- \$12.00 Per Person
- 6 HOURS of Open Bar
- White & Red Wines

Premium Wine Bar:

- \$14.00 Per Person
- 6 HOURS of Open Bar
- White & Red Wines

Deluxe Wine Bar:

- \$18.00 Per Person
- 6 HOURS of Open Bar
- White & Red Wine

Extras:


Champagne Toast:

- \$4.00 Per Person
- Champagne Flutes
- Cook's Brut Champagne

Hot Beverages:

- \$3.00 Per Person
- 6 HOURS of Hot Beverages
- Coffee, Tea, Hot Chocolate
- Sugar, Creamer, Insulated Cups

Cold Beverages:

- \$2.00 Per Person
 - 6 HOURS of Cold Beverages
 - Soft Drinks (Pepsi Products)
 - Water, Lemonade, Tea
 - Plastic Cups
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