

## Rates

### Ceremony Packages

- Resident: **\$708 plus a refundable \$300 security/damage deposit; \$1,008**
- Non-Resident: **\$885 plus a refundable \$300 security/damage deposit; \$1,185**
- Three hours of rental time is included.
- 15% discount off Schram when another Park District reception site is booked.
- Weekend rentals may be scheduled up to two years in advance of the event date.

### Hourly Rental Rates

#### **Two hour min. required**

Typical hourly rentals include rehearsals, recitals, meetings & trainings.

### Security/Damage

**Deposit is 50% of the total rental fee.**

#### **All Rentals Include:**

Use of the entire building and its built-in amenities: tables, chairs, audio and a caretaker. The caretaker

will be onsite for both rehearsal and ceremony. They serve as the park district liaison; unlocking/locking the chapel, setting the temperature and setting up microphones. Note: They are not a day-of coordinator.

Day	Package Hours	Resident (proof required)	Non-Resident	Recognized Organization
Mon.-Thurs.	Flexible Hours	\$83/hour	\$104/hour	\$56/hour
Fri.	1-4 P.M., 5-8 P.M., Flexible	\$236/hour	\$295/hour	N/A
Sat. & Sun.	8-11 A.M. & 12-3, 4-7 P.M.	\$236/hour	\$295/hour	N/A
Fri-Sun (Non package hours, 3 hour minimum)	N/A	\$286/hour	\$345/hour	\$50/hour

#### **Payment and Refund Policy:**

**Deposits are due within five days of reserving the chapel.** Remaining balances are due no later than 90 days prior to the rental date. Reservations made less than 30 days from the rental date must be paid in full at the time of booking. In the event of cancellation, the deposit paid is non-refundable. A minimum 30-day written notice is required for refund of rental fees. A deposit equal to 50% of the rental fee is required for all rentals. Deposits are refundable provided the rental group does not breach the rental agreement.

### **Reservation Schedule**

Weekend rentals (Friday-Sunday) may be scheduled up to two years in advance of the event date. Reservations for weekday rentals (Monday-Thursday) are scheduled on a seasonal basis according to the schedule below. Reservations for recognized organizations are accepted 45 days from the rental date.

#### For dates between:

January 2–March 31

April 1–May 31

June 1–August 31

Sept 1–December 30

#### Reservations are accepted on:

4<sup>th</sup> Tuesday in November

4<sup>th</sup> Tuesday in February

4<sup>th</sup> Tuesday in April

4<sup>th</sup> Tuesday in July



For more information on available dates or to request a tour, please contact:  
**Aaron Glickson at (224) 521-2562** or email [aaron.glickson@glenviewparks.org](mailto:aaron.glickson@glenviewparks.org)

Tours of Schram Memorial Chapel are available by appointment only.

*Thank you for your interest in Schram Memorial Chapel!*