

# Rental Request Form & Agreement

930 N. River Road, North Aurora, Illinois • Phone: 630-897-1808 • [foxvalleyparkdistrict.org](http://foxvalleyparkdistrict.org)

## Event Information:

Requested Date: \_\_\_\_\_ Time: \_\_\_\_\_

## Contact Information:

Contacts Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Organization Name (if applicable) \_\_\_\_\_

Contact's Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

## Event Details:

Type of Event: \_\_\_\_\_

Expected Number of Guests: Adult \_\_\_\_\_ Children \_\_\_\_\_ Total \_\_\_\_\_

## Additional Comments:

Requested Room/Space	General Rates Per Hour		Non-Profit Rates		Number of Hours	Total
	Resident*	Non-Resident	Resident*	Non-Resident		
Acorn Room (Capacity 30)	\$40	\$50	\$35	\$45		
Maple Room (Capacity 40)	\$50	\$60	\$45	\$55		
Maple & Acorn Room (Capacity 75)	\$85	\$105	\$75	\$95		
Entire Facility (Includes Exhibits)	\$250	\$310	\$185	\$255		
Additional Items				Rate	Quantity	Total
Fire Pit (1 Bundle of Firewood included)				\$50	Flat Rate	
Additional Firewood Bundles				\$5		
After Hours Reservation**				\$50		

\*\*Any reservation time outside of Red Oak Nature Center's regular operating hours is considered after hours. An additional \$50/hour fee applies.

<b>Subtotal</b>	
<b>Refundable Deposit</b>	\$100
<b>Total</b>	
*To qualify for the resident/in-district rate, the renter must reside in Aurora, Montgomery, North Aurora or Sugar Grove.	

