

# RENTAL FACILITIES AND PREFERRED VENDOR LIST

## **Community Center**

1777 S. Blanchard St. Jean LeDonne | 630.510.5125 jledonne@wheatonparks.org

## **Cosley Zoo**

1356 N. Gary Ave. cosleyzoo.org Tami Romejko | 630.510.5040 tromejko@wheatonparks.org

## **DuPage County Historical Museum**

102 E. Wesley St. dupagemuseum.org Emily O'Brien | 630.510.4958 dupagemuseum@wheatonparks.org

# **Mary Lubko Center**

208 W. Union Ave.
Jennifer Branam | 630.510.5032
jbranam@wheatonparks.org

#### **Memorial Park**

225 Karlskoga Ave. 630.690.4880 events@wheatonparks.org

# Park & Shelter Rentals Park Services Center

1000 Manchester Rd. 630.653.5429 parkrentals@wheatonparks.org The Wheaton Park District offers more than 20 unique parks and facilities to rent including Hurley Gardens.



Kelly Park, Picnic Shelter



**Hurley Gardens** 



DuPage County Historical Museum



Mary Lubko Center



Cosley Zoo



Community Center

#### PREFERRED VENDOR INFORMATION

This preferred vendor list has been compiled for the convenience of potential renters of the Wheaton Park District parks and facilities. No endorsements of any of the vendors set forth herein is intended to be, nor should this preferred vendor list be construed as, an endorsement of any such vendors. We encourage renters to perform their own evaluation of the appropriateness of any vendor for their individual event needs. Vendors are hired and contracted at the renters own risk.

#### **VENDOR RULES & RESTRICTIONS**

All of the listed vendors have the proper licensing and have submitted Certificates of Insurance to the park district.\* The vendors listed may be used at any of our rental facilities without an additional outside vendor fee.

Please review the information below before choosing your vendors:

- Wheaton Park District requires all activities and agendas for private rentals to be approved by facility managers at least two (2) weeks in advance of the event.
- All vendors (including but not limited to photographers, florists, entertainment, etc.) are required to submit a Certificate of Insurance to the facility 30 days prior to the event. The insurance coverage shall be public liability insurance in the amount not less than "one million dollars", naming the Wheaton Park District "Additionally Insured".
- Special permissions and exceptions to use additional or outside, full service vendors may be allowed with approval; a \$250 vendor fee may apply and is due at the time of booking.
- Alcoholic beverages are NOT allowed at ANY Wheaton Park
  District park or facility unless listed here: Cosley Zoo (after
  hours), DuPage County Historical Museum, Mary Lubko Center
  and Memorial Park are exceptions only when a beverage
  package is purchased through Arrowhead Golf Club 30 days
  prior to the event.

\*Certificates of Insurance may have to be updated with the details of your event. Please refer to your booking contact with questions.



#### **BEVERAGE PACKAGES +**

#### **Arrowhead Golf Club**

Beer, Wine & Soda Packages arrowheadgolfclub.org 630.653.5802 events@arrowheadgolfclub.org + Alcohol service allowed at the following facilities only:







MARY LUBKO CENTER

#### **CATERING**

#### **My Chef Catering**

Full Service Catering Box Lunches | Appetizers mychef.com | 630.717.1167 info@mychef.com

# Angeli's Catering of Naperville

Full Service Catering angeliscatering.com | 630.420.1370 angelis3@sbcglobal.net

### Ben & Jerry's

Tom O'Toole | 630.544.8122 benandjerrysnaperville@gmail.com

# **EQUIPMENT RENTAL**Tents, Tables, Lighting, Etc.

#### M+M Event Planners

708.717.7552 mmeventplanners@gmail.com

**Audio Visual** 

#### **Novatoo**

novatoo.com Tim Novak | 630.742.3610 novatootim@sbcglobal.net