

## Champaign Park District Facility Fee Schedule

**Rentals have a two hour minimum requirement + \$100 damage deposit. Damage deposit checks are due within 48 hours of rental to secure facility and/or pavilion. Rental fees are due two (2) weeks prior scheduled date of usage or rental will automatically cancel.**

**Non-profit organizations include: (501 c 3 agencies such as churches & United Way agencies).**

<u>Facility</u>	<u>CPD Residents</u>	<u>Non-Profit Organizations</u>
Douglass Annex	\$40 per hour	\$30 per hour
Douglass Annex	\$25 hour additional room	\$20 per hour additional room
Douglass Annex Kitchen	\$35 + room rental	\$35 per room rental
Douglass Library	\$40 per hour	\$30 per hour
Douglass Library Kitchen	\$35 + room rental	\$35 + room rental
Douglass Gymnasium	\$60 per hour*	\$45 per hour
Hays Center	\$40 per hour	\$30 per hour
Hays Center	\$25 hour additional room	\$20 per hour additional room
Hays Center Kitchen	\$35 + room rental	\$35 per room rental
Kaufman Lake Boathouse	\$35 per hour	\$25 per hour
Leonhard Activity Room	\$40 per hour	\$30 per hour
Leonhard Gymnasium	\$60 per hour	\$45 per hour
Pavilions	\$25 per hour	\$20 per hour
Spalding Recreation Center	\$40 per hour	\$30 per hour
Springer Cultural Center	\$40 per hour	\$30 per hour
Springer Cultural Center	\$25 hour additional room	\$20 per hour additional room
Springer Cultural Kitchen	\$35+ room rental	\$35 + room rental
Tennis Center	\$85 per hour	\$60 per hour

**Alcohol:** Use of alcohol is not recommended on park district property.

**Gazebo (Westside Park):** 1 hour: \$50; 1-1 1/2 hours: \$75 and 2 hours (200 or more people): \$100

**Holidays:** Facility and Pavilion holiday rentals require that staff is available and the fee is doubled.

**Insurance:** Certificate of insurance is required for groups of 200 people or special circumstances.

**Out-of-District Fees:** **Facility rentals:** \$60/hour; **Gymnasium rentals:** \$90/hour; **Pavilion rentals:** \$37.50/hour + damage deposit. **Non-Profit fees:** Facilities: \$45/hour; Gym: \$67.50; Pavilion: \$30/hour.

**Park Permit:** Groups of 25 or more patrons wishing to utilize a park for birthdays, cookouts, field trips, picnics and weddings should complete a park use permit two weeks prior scheduled date of actual event free of charge. Fees/insurance is required with approved special event park permit(s).

**Portable Potty-houses:** acquiring portable potty-houses is the sole responsibility of permit holder and/or renter with groups of 200 or more participants.

**Special Event Fee:** Minimum of \$100 for individual and non-profit groups to host special events (walk-a-thon) and/or generate revenue on park property. For profit require additional agreements and a percentage of revenue. Park District Staff approval is needed.

**Tent Permit Fee:** residents - \$20 per tent per day; Out-of-District tent fee: \$30/tent/day. Groups or individuals must have an approved, paid park permit prior to erection of a tent on park property. Location of tent(s) must be approved by Director of Operations or Maintenance Supervisor.

**\*Bresnan Meeting Center is only available for business meeting rentals.\***