

# **Room Rental Information For Caterer Events**



**Glendale Lakes Golf Club  
1550 President Street Glendale Heights, IL 60139  
630.260.0018  
[www.glendalelakes.com](http://www.glendalelakes.com)**

## **IMPORTANT INFORMATION**

Food for all events **MUST** be from a Licensed Caterer or Restaurant

You **CAN NOT** bring in cooked food from your home

Food License(s) and Insurance documentation from the Caterer or Restaurant must be provided to Glendale Lakes Golf Club a minimum of 2 weeks prior to the event.

Glendale Lakes Golf Club Banquet Room Rental  
Package Includes:

Minimum 4 Hour Room Rental  
Optional 6 Hour Room Rental-Saturday Nights Only

1 Hour Before & 1 Hour After for  
Decorating and Un-decorating  
\$100 each Additional Hour for Decorating Only

Linen Tablecloths  
(Choice of: White, Ivory or Black)

Linen Napkin Choice

Round Tables & Banquet Chairs  
Assorted Banquet Tables for Gifts, Cake etc.  
Silverware, China & Glassware  
Buffet Service Needs  
Chafing Dishes, Sterno, Serving Utensils, Set-up/Breakdown  
- Audio Visual  
Public Address, Microphone, Podium, DVD Player, Speaker Sound System,  
Projection Screen, WIFI, Easels  
- Dance Floor  
(4) 4 x 4 Risers Available

Kitchen Staff: Buffet Attendant/Dishwasher  
Service Staff (1 Server for every 3 Tables or 30 people)  
(Additional Staff \$15 per Hour per Server)

Beverages Included:  
Assorted Soda, Iced Tea, and Lemonade  
Coffee & Hot Tea Station served after Meal

Rental Pricing:

**Monday-Friday, Saturdays\* & Sundays  
minimum 4 hour rental**

Edwards Room 35 to 60 people = **\$1355**

Fonte Room 61 to 125 people = **\$2020**

Entire Facility 126 to 180 people = **\$3350**

**Saturday Night\* after 5:30pm  
Optional 6 hour rental**

Edwards Room 35 to 60 people = **\$1930**

Fonte Room 61 to 125 people = **\$2900**

Entire Facility 126 to 180 people = **\$4800**

Glendale Heights Residents  
receive a 10% discount upon proof of residency

\*Saturday Evenings room rentals  
cannot be booked more than 60 days in advance  
for months of April- November

## Additional Selections

### Beer, Wine & Soda Bar (per person)

2 hours \$16

3 hours \$18

4 hours \$20

Prices charged to everyone 21 years of age and over and  
**EXCLUDES** 9.25% sales tax and 20% service charge

### Premium Bar (per person)

2 hours \$29

3 hours \$32

4 hours \$35

Prices charged to everyone 21 years of age and over and  
**EXCLUDES** 9.25% sales tax and 20% service charge

### Cash Bar (Add \$50 Bartender Fee)

Guest pay for their beverages at the bar.

### Miscellaneous Items

Satin Chair Covers with Sash \$4 per chair

Spandex Chair Covers with Sash \$5 per chair

Chiavari Chairs \$8 per chair

Floor Length Table Coverings \$25 per table

Outside Vendor to set-up décor \$150 fee