



# RENTAL FACILITIES AND PREFERRED VENDOR LIST



The Wheaton Park District offers more than 20 unique parks and facilities to rent including Hurley Gardens and Memorial Park.

## Community Center

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

## Mary Lubko Center

208 W. Union Ave.  
Christine Carroll | 630.510.5031  
ccarroll@wheatonparks.org



## Cosley Zoo

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

## Park & Shelter Rentals Park Services Center

1000 Manchester Rd.  
630.653.5429  
parkrentals@wheatonparks.org



## DuPage County Historical Museum

102 E. Wesley Ave.  
dupagemuseum.org  
Michelle Podkowa | 630.510.4941  
dupagemuseum@wheatonparks.org

[WHEATONPARKDISTRICT.COM/RENTALS](http://WHEATONPARKDISTRICT.COM/RENTALS)

## PREFERRED VENDOR LIST

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 for 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 the 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. Cosley Zoo (after hours) and DuPage County Historical Museum 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.



Photo: Kmiecik Imagery

## BEVERAGE PACKAGES +

### Arrowhead Golf Club

Beer, Wine & Soda Packages

Arrowheadgolfclub.org

Danielle Salerno | 630.510.5053

dsalerno@wheatonparks.org

+ Alcohol service allowed at the following facilities:



## CATERING

### Caliendos

Pasta | Pizza | Appetizers

Caliendos.com

630.690.1555

caliendosinfo@gmail.com

### My Chef Catering

Full Service Catering | Box Lunches | Appetizers

Mychef.com

Deb Hamilton | 630.717.1167

info@mychef.com

### Sweet Baby Ray's & True Cuisine Catering

BBQ | Picnic | Full Service Weddings

sbrccatering.com | truecuisine.com

Sarah Raymond | 312.724.1111

info@sbrevents.com

## EQUIPMENT RENTAL

### *Tents, Tables, Lighting, etc.*

### Marquee Events

Marqueerevents.com

Tom Tree | 708.305.0166

ttree@marqueerevents.com

### Ultimate Party Rental

Ultimaterentalservices.com

Caitlin Panas | 630.468.2800

caitlinp@ultimaterentalservices.com

### Audio Visual

### Novatoo

Novatoo.com

Tim Novak | 630.742.3610

novatootim@sbcglobal.net