



**VENUE RENTAL RATES, FOOD & BEVERAGE
MINIMUMS**

AND

**GENERAL WEDDING RECEPTION
& CEREMONY INFORMATION**

RECEPTION INFORMATION

RECEPTION SPACE RENTAL/SET-UP & BREAKDOWN FEES FOR AUDUBON HALL

(Seating Capacity of 250-275 [this number should be 25% less than your invited guest count] depending on the size of the dance floor, type of music, head table design and number of guests per table, or 275-325 without Dance Floor)

Weekday (Mon-Thurs; Non-Holiday)

Year-Round - \$1,050 with a \$4,000 Food & Beverage Minimum

30% Discount on all "FULL Bar Packages" (in Menu Packet) except for July 3 & 4, and Dec. 31 if on a weekday)

Friday P.M. (October-April Event begins or ends after 5:30pm; May-September Event begins or ends after 6:00pm;)

May 8 thru Oct 19 - \$1,550 Room Rental with a \$13,500 Food & Beverage Minimum

10% Discount on all "FULL Bar Packages" (in Menu Packet) if Final Adult Guest Count exceeds 175 (Except for July 3, 2020-Saturday PM Rates Apply)

Oct 20 thru Dec 15 - \$1,450 Room Rental with a \$6,000 Food & Beverage Minimum

10% Discount on all "FULL Bar Packages" (in Menu Packet)

OR

15% Discount on all "FULL Bar Packages" (in Menu Packet) if Final Adult Guest Count exceeds 175

Dec 16 thru Mar 31 - \$1,250 Room Rental with a \$6,000 Food & Beverage Minimum

20% Discount on all "FULL Bar Packages" (in Menu Packet)

Apr 1 thru May 8 - \$1,450 Room Rental with a \$6,000 Food & Beverage Minimum

10% Discount on all "FULL Bar Packages" (in Menu Packet)

Saturday A.M. (Brunch or Lunch – Event ends by 4:00pm)

May 8 thru Oct 19 - \$1,150 Room Rental with a \$5,000 Food & Beverage Minimum

25% Discount on all "FULL Bar Packages" (in Menu Packet)

Oct 20 thru May 8 - \$1,150 Room Rental with a \$5,000 Food & Beverage Minimum

30% Discount on all "FULL Bar Packages" (in Menu Packet)

Saturday P.M. (Event begins or ends after 4:00pm, subject to company policies & seasonality)

May 8 thru Oct 19 - \$2,150 Room Rental with a \$20,000 Food & Beverage Minimum & 185 Total

Adult & Young Adult Final Guest Count Minimum). Rates and Minimums applicable to the Sunday of Memorial Day & Labor Day Weekends, and to July 3rd, 4th, or 5th if on a Sunday. July 4 2020 will have an additional \$200 Parking Attendant Charge and must commence by 11am or after 6:30pm)

Oct 20 thru Dec 15 - \$1,950 Room Rental with a \$13,500 Food & Beverage Minimum

10% Discount on all "FULL Bar Packages" (in Menu Packet)

Dec 16 thru Mar 31 - \$1,450 Room Rental with a \$9,000 Food & Beverage Minimum

15% Discount on all "FULL Bar Packages" (in Menu Packet)

Apr 1 thru May 8 - \$1,950 Room Rental with a \$13,500 Food & Beverage Minimum

10% Discount on all "FULL Bar Packages" (in Menu Packet)

Sunday A.M. (Brunch or Lunch - Event ends by 3:00pm)

Year-Round - \$1,150 Room Rental with a \$5,000 Food & Beverage Minimum

30% Discount on all "FULL Bar Packages" (in Menu Packet)

Sunday P.M. (Event begins or ends after 3:00pm)

May 8 thru Oct 19 - \$1,450 Room Rental with an \$8,000 Food & Beverage Minimum

15% Discount on all "FULL Bar Packages" (in Menu Packet)

OR

20% Discount on all "FULL Bar Packages" (in Menu packet) if Final Adult Guest Count exceeds 175

****Discounts not applicable on the Sunday of Memorial Day & Labor Day Weekends and July 3rd, 4th or 5th if on a Sunday.**

Oct 20 thru Dec 15 - \$1,250 Room Rental with a \$6,000 Food & Beverage Minimum

20% Discount on all "FULL Bar Packages" (in Menu packet)

Dec 16 thru Mar 31 - \$1,150 Room Rental with a \$6,000 Food & Beverage Minimum

25% Discount on all "FULL Bar Packages" (in Menu packet)

Apr 1 thru May 8 - \$1,250 Room Rental with a \$6,000 Food & Beverage Minimum

20% Discount on all "FULL Bar Packages" (in Menu packet)

*****Various Holiday Weekdays or Weekends may have different minimums. Please see Availability Calendar.

GENERAL VENUE INFORMATION

Audubon Hall, can comfortably accommodate 250-275 guests with an 800-1000 square foot dance floor, but can accommodate 275-325 with a specified floor plan and a slightly smaller dance floor and/or non-traditional seating arrangements. We only book one event per time slot on weekends, but can divide or decrease the size of the room for smaller groups who can still meet the specified Food and Beverage minimum for your date. The Venue Rental Fee includes the reception space rental (Audubon Hall, Veranda and North Patio) for 5 Hours for an "AM" Event (Breakfast, Brunch or Luncheon) and 6 Hours for a "PM" Event (Dinner or Cocktail Reception), full set-up and breakdown (outside of the 5 or 6 hours), tables (guest seating, buffets, bars and service tables), chairs, china, glassware, silverware, staging and a very large dance floor. **Linen is not included in the space rental fees**, but must be rented through us. You will have a choice of over 300 fabrics, colors and patterns.

If you are inquiring about a group size that does not need the full building and will not meet the specified Food & Beverage minimums, we do "break down" the full event space and rent smaller rooms for catered events within 60-120 days of the actual event date. Individual exceptions are made to "60-120 day" rule depending on "day of week", "time of day" and "season." Please contact the Independence Grove Event Coordinators at (847) 247-1111 to receive the "Small Group Information Packet".

FOOD AND BEVERAGE OVERVIEW

Catering by Michael's, Inc. is the exclusive caterer at Independence Grove. Please keep in mind that there is not a minimum number of guests required (except where specified on the Reception Space Rental Rates). Additionally, we do not have package pricing. The only requirement is that you meet the Food and Beverage minimum for the date and time period desired.

Note: Our Beverage Packages run 5 consecutive hours for AM Receptions and 6 consecutive hours for PM Receptions. The Bar NEVER closes and includes host's choice of Wine or Champagne is poured throughout the meal.

RECEPTION OPTIONS:

- Fruitwood Chiavari Chairs with an Ivory or Black Pad - \$4.95/chair
- Black "Pipe and Drape" Backdrop and Airwall Covers- \$195
or
- Ivory "Pipe and Drape" Backdrop and Airwall Covers - \$295
- Glass-Enclosed 10 hour Votive Candles (Includes placing & lighting) - \$1.15 each
- EIG Montage Package – Includes our 12' Screen, LCD Projector, DVD Player, AV Cart and AV Tech - \$250
- Outdoor Wood Burning Fireplace on the North Patio (3.5 hours) – \$75
- Coat Check - \$20/hr; \$150 maximum
- Valet Parking – Quoted upon Request; approximately \$11-\$13/car if booked at least 2 weeks in advance.
- Up-Lighting - Hi-Powered, Narrow Angle (Approx. \$27-30/light; Please ask event coordinator for package pricing)

CEREMONY INFORMATION (When having your reception at Audubon Hall)

INDOOR CEREMONY INFORMATION

If you decide to hold your ceremony in Audubon Hall, the room will be re-set during the cocktail hour for the remainder of your reception. The only applicable charge is a \$375 Reset Fee.

NORTH PATIO CEREMONY INFORMATION (AT THE NORTH END OF AUDUBON HALL)

If you decide to hold your ceremony on the North Patio (Limited to 175 Guests), the patio will be re-set during the cocktail hour for the remainder of your reception. The only applicable charge is a \$375 Reset Fee and the cost of the White Resin Folding Chairs (see below). Our sound system will be provided for your use, and this includes any microphones necessary.

CEREMONY INFORMATION (continued)

NATIVE GARDEN CEREMONY INFORMATION

The **Native Garden** is available for ceremonies only. The seating limit is 250 Guests. The rental fee for the Native Garden when also using Audubon Hall for the reception is \$795, and that includes 2 security personnel to close off all public access to the garden before, during and after your ceremony. This cost does not include coordinating or running the ceremony-rehearsal or the ceremony itself, rental of outdoor chairs or sound system, or providing a golf cart and driver for bridal party and guests' transportation to and from the garden.

CEREMONY OPTIONS:

- White Resin Folding Chair Rental \$3.75/chair
- Wireless Sound System (Includes speaker, wireless handheld microphones on stands, lavalier microphones, and a technician \$275
- Coordination by Event Coordinator of Wedding Ceremony and Rehearsal the day before \$250
- Golf Cart Transportation from Visitors Center to Native Garden (4 Hours) \$180
(This service is utilized to transport the Bride, Groom and Bridal Party around the Venue for Photographs, and is offered to arriving guests to transport as many as possible to and from the Native Garden. If the ceremony is elsewhere, the cart may be utilized to transport guests from the parking lot upon their arrival.)

CEREMONY "ONLY" INFORMATION (When NOT having your reception at Audubon Hall)

When not using Audubon Hall for your reception, you may book "Ceremonies Only" directly through the LCFPD Independence Grove Office. The contacts are Ryan Isom - (847) 968-3484 or risom@lcpfd.org or Sara Page - (847) 968-3489 or spage@lcpfd.org.

If you do book a "Ceremony-Only" anywhere in the preserve through the LCFPD Independence Grove Office, you are still able to rent our White Resin Folding Chairs @ \$5.00/chair (This includes set-up and breakdown. You will be responsible for the security of the chairs until all guests and participants have left the premises.) and/or our Wireless Sound System with microphones for up to 1.5 hours with a technician @ \$300. Please contact one of the event coordinators below.

OTHER VENUES AT INDEPENDENCE GROVE

If you are looking for a less formal venue, and are considering a daytime ceremony and/or reception, you may wish to consider having your special day at one of Independence Grove's outdoor venues.

The **North Bay Pavilion** at Independence Grove is a rustic, covered outdoor Pavilion overlooking the exquisite North Bay with its own fireplace, electricity, bayside dock and parking for 200 cars, as well as a private sand volley ball court, restrooms and access to the pedal boats (summer availability with additional charge). If you choose to have your ceremony here, it can either be set in the Pavilion or Bayside, with the guests watching your ceremony outside overlooking the beautiful North Bay. Your reception can be as casual or formal as you would like. There is also a lot of space for additional tenting and/or entertainment. You may view photographs at [North Bay Pavilion Gallery I](#) and [North Bay Pavilion Gallery II](#).

The **Grassy Knoll** is an open grassy area, north of Audubon Hall, where a tent can be erected for your event. You can have a ceremony performed in that location, or if available, you may book the space at the Native Garden.

The above locations are great for receptions concluding prior to sunset. The North Bay Pavilion can be utilized at night, with an additional cost of special lighting and security. Both of these venues are located within Independence Grove. For more information, please contact Shannon Sherwood at ssherwood@cateringbymichaels.com or (847) 213-5002. Shannon is normally available Monday – Friday, between the hours of 9:00am – 4:00pm.

For other unique wedding venues in Chicago and the Suburbs, please visit our off-premise catering website at: www.CateringByMichaels.com/Venues/.

NOTE ABOUT PRICING

Although we do not adjust our pricing frequently, certain market and business conditions necessitate changes. Please note that all room rental prices and discounts are effective and will be honored for 14 days beyond the date that you received the email packet. All prices contained herein are subject to change without notice. All Food & Beverage Pricing and Ceremony & Reception Option Pricing are guaranteed 4 months prior to your wedding reception date.