



## KANE COUNTY SHERIFF'S POLICE LODGE # 14

Lodge Address: 42W635 KeDeKa Rd Sugar Grove, IL 60554

Mailing Address: P.O. Box 22 Geneva, IL 60134

Office: 630-466-0671 www.il-fop-14.org

# Rental Information for FOP Lodge #14

Thank you for your interest in renting our facility. We have been putting a lot of work into making it an enjoyable place to hold your function. As it is our Lodge home, we hope you will treat it as your "home" also. With our neighbors, the bike path, creek area and woods, we think it is a wonderful spot for a relaxing day.

Rentals are available for every day of the week, all year long. The Lodge is not available on the first Monday and last Thursday of each month. The Lodge is available on Christmas Day and New Years Day. Reservations are on a first come-first served basis. For all rentals, children must be counted in the number of persons attending due to fire codes. **Note: Fire code occupancy limit is 220 people (Adults & children included).**

We will have someone available to assist you, on site, to open, close and during your function.

The building is available for the following days and times:

Sunday to Thursday: 10:00 AM to 10:00 PM

Friday & Saturday: 10:00 AM to 12:00 Midnight

### **2012 Rental Fees for Friday-Saturday-Sunday:**

Reservation Hold Fee:	<b>\$100.00</b>
Security Deposit: Less than 100 people	<b>\$200.00</b>
Security Deposit: More than 100 people	<b>\$400.00</b>
Event for 100 people or less:	<b>\$600.00</b>
Event for more than 100 people:	<b>\$1,100.00</b>

Monday to Thursday rentals: (Less) **-\$100.00**

### **Rental Time Limit: Eight (8) hours.**

This provides for 1 hour set up time, 6 hour event, 1 hour clean up time.

Additional fees shall apply as follows:

- Additional set up time can be arranged at \$25.00 per hour (2 hour minimum).
- Additional event time can be arranged at \$100.00 per hour.

### **Items available at the Lodge:**

We have the following seating capabilities available at the Lodge:

- 24.....Round tables (6 ft diameter)
- 220...Folding chairs (padded)
- 7.....Long tables (8 ft long x 30 in wide)
- Ice bags are available from the Lodge attendee on site during your event @ \$2.00 per bag.

You may provide your own drinks for your event. Rentals where alcohol is served need to provide a copy of a "Dram Shop" policy for that date & event. The Lodge does not assume responsibility for alcohol consumption. **As the renter, you are responsible for the actions of all attendees at your event, no matter what the activity.** Also, alcohol cannot be sold without a special permit from the County. Larger parties should consider an independent bartender and security. Off duty Deputy Sheriff's (police) are available for hire through the Kane County Sheriff's Department. The contact person there is Amy Blacksmith: 630-232-6840.

### **For rental inquiries, please contact:**

FOP LODGE #14: 630-466-0671 or Colleen Cole at the Kane County Sheriff's Department: 630-803-2518.

To contact a Lodge Officer, please leave a message at the FOP Lodge for a return call and someone will get back to you as soon as possible.