

Hyland Hills Chalet

Celebration of Life

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Photo Credit:RPW Photography



The Alpine Room - 320 Guests

Nestled in the scenic, 1000-acre Hyland Park Reserve. Come explore special places and outdoor spaces with events at Hyland Hills.

A newly renovated chalet featuring a soaring pine ceiling, 40 foot windows, and a dramatic, panoramic view of the ski slopes. We would like to host you and your guests as you gather to remember and honor the special person in your life.

Rental Fees

Monday - Thursday

10am - 11pm

Room Rental: \$1350

Facility Deposit: \$1500

Security Fee: \$350

Friday, Saturday, Sunday & Holidays

10am - 11pm

Room Rental: \$3400

Damage Deposit: \$1500

Security Fee: \$350

At the time of reservation, payment is due in full. Payment can be made by MasterCard, Visa, Discover, or American Express. Payment may also be made by cash or check at the time of the reservation if received at the Park District Reservation Office or at Hyland Hills Chalet. Prices are subject to change.

Facility Deposit & Security Fee

For all rentals of the Hyland Hills Chalet, a refundable \$1500 facility deposit will be charged at the time of booking. The Renter assumes full responsibility for adhering to the rules and guidelines set forth in the rental agreement, including, but not limited to cleaning, closing time guidelines, and guest conduct. Hyland Hills reserves the right to withhold the Rental Party's facility deposit, or a portion thereof for violation of the rental agreement, alcohol policy and Park District Ordinance.

A Three Rivers Parks security guard must be present for the following events: 1) any event occurring on Friday, Saturday, or Sunday regardless of end time or bar status, 2) events that end after 7PM or 3) any event where alcohol is served. This service is non-negotiable.



Alpine Room Rental Includes

- rental period: 10am – 11pm
- banquet style seating or auditorium style seating for up to 320
- 60" round banquet tables - seats 8 comfortably
- 6' or 8' banquet tables for gifts, photos, guest book, dessert, beverage, etc.
- sound system (with built-in speakers, wireless microphone, access to satellite radio, aux input)
- 4 - 85" flat screen tv's (require an HDMI or USB connection)
- 24x20 dance floor
- outdoor patio with tables, chairs, fire table and café lighting
- lawn game - bean bag toss - upon availability
- great lawn area
- 3 changing rooms
- ample restrooms
- event assistant(s) on duty
- on-site parking with ~160 spaces, cars can be left overnight if needed
- zero waste facility: compostable or glassware is used at all events.

I wanted to thank you and your staff for making our party special. Everyone was so helpful. Our guests loved the space. It is a great setting. Thanks for your help in the planning of our party.
- Charles S, 50th Anniversary Party.



Decoration Guidelines

Indoor:

- All decorations must be set up and taken down during the rental period.
- Taping, stapling, nailing, gluing or pinning is not allowed inside or outside (this includes any 3M products).
- Tables and Chairs- All tabletop decorations must be freestanding. You may tie decorations to the chairs and silver railings.
- Indoors tables and chairs may not be moved outside. Any desired outdoor chairs or high-top tables must be rented from a third party rental vendor.
- Indoor Flames- Candles must be in a container in which the sides are higher than the wick to prevent wax from dripping on the tables. Candles cannot be on the window sills or on the steps.
- Extension Cords- We do not provide extension cords.
- Glitter and Confetti- Confetti, rice, birdseed, streamers, glitter or poppers may not be used. Bubbles are allowed outdoors only.

Outdoor:

- Patio- Decorations may not be placed beyond the edge of the patio area.
- Glitter and Confetti- Confetti, rice, birdseed, streamers, glitter or poppers may not be used. Bubbles are allowed outdoors only.
- Balloons- Balloons are allowed; however, all fragments that are on the ground must be picked up. Balloons may not be released in the park.
- Outside Flames- Candles, tiki torches, luminaries, sparklers, fireworks, wish lanterns or any type of open flame outside are not allowed.
- Canopies- Canopies are allowed. All canopies must be set up in designated areas.
- Signs and Banners- Temporary signs on independent laths may be located within the park. Banners or signs may not be tied, taped or otherwise affixed to or across trees, signs or other posted-type structures. All signs and banners must be set-up and taken-down within the rental time frame.
- All tents, canopies or outdoor décor must be weighted. It cannot be staked into the ground.

Thank you and your staff for all their help. Your team was amazing and accommodating to any issues we may have had. We will highly recommend Hyland Hills Chalet.

- Lucy H. Mother of the Bride



Approved Caterers

All food & beverage (with the sole exception of cakes and desserts) must be provided by one of the Three Rivers Park District Approved Caterers or Hyland Hills. The Approved Catering List will ensure a distinctive and personalized experience for your event. *Drop off catering is not allowed.* A catering team member must set- up, maintain and clear dishware at your event. Please note that a 13% caterer's usage fee is assessed to each caterer by the Park District. It is the caterer's responsibility to pay this fee; however, you should expect it to be incorporated into your bid from the caterer.

Check out Hyland Hills modified catering menu for items such as breaks, appetizers, and late night snacks.

Dessert

Cakes and desserts can be brought in from anywhere. They do not have go through the catering process as listed above. \$250 clean up fee may be assessed for candy buffets, popcorn or ice cream if the clean-up from these items is excessive.



Beverage & Bar Service

Bartending services must be arranged through the Sales & Events Office. Bartending services are \$100/hour plus tax with a 4-hour minimum. There is no beverage minimum for our services. All beverages purchased are subject to a 20% service fee. Hyland Hills Chalet only serves beer, wine and non-alcoholic beverages. No outside alcohol or liquor is permitted. We have an extensive beer and wine list to choose from. Bar service must end by 10pm, if applicable.

Zero Waste Facility

Three Rivers Park District is committed to lessening our impact on the environment by reducing the amount of waste generated at events. All of our caterers provide either reusable dinnerware, tablecloths and napkins, or compostable substitutes. Three Rivers Parks practices the use of products that are both convenient for our facilities and far more environmentally friendly.





Tribute Donations

A tribute bench is a great way to commemorate a loved one or a friend. With your donation, Park District staff will construct and install a unique bench with a commemorating plaque. Each bench is crafted out of recycled materials and installed on a concrete or aggregate pad. The plaque is bronze, and measures 3" by 8".

The Forests Forever Program is a wonderful way to grow and continue the legacy of your loved one. By donating a tree, you will aid in restoring native forests and maintaining critical forest habitats for wildlife. There are different donation levels to choose from, while each will bring beauty to a park for people in the community to enjoy.

Policies

Cancellation Policy

- If a cancellation is made more than 365 days from the reservation date, 100% of the fee will be refunded.
- If a cancellation is made between 240-365 days from the reservation date, 50% of the fee will be refunded.
- If a cancellation is made between 180-240 days from the reservation date, 25% of the fee will be refunded.
- All cancellations made within 180 days from the reservation date are non-refundable.

Please refer to our rental agreement for full descriptions of all Hyland Hills Policies.

Pricing: all pricing on food, beverage and room rates are subject to change without notice.

Accessibility: Hyland Hills Chalet is fully ADA accessible. Each restroom area has a baby changing station, handicap accessible stall and dual height sinks. All entrance and exit doors meet ADA standard widths. There is an elevator in our building and a ramp going down to the great lawn

Photography: Is allowed in the public spaces at the chalet during your rental period. Your reservation receipt will act as your photography permit. You are not allowed to drive on any of the trails.

Smoking: Is prohibited within 25 feet of any building entrance. Designated smoking areas are the patio and the front outside entrance.

Park Guidelines: We are a public park. There may be people walking, hiking or playing disc golf on the grounds. They do not have access to the building during private events.

Preferred Vendors: Please refer to our Preferred Vendor List as a suggestion of vendors to help you with all of your event needs. Some vendor discounts available.

Last Call: Last call will be served at 945pm. The bar will close at 10pm.