

# Gatherings in the Park

## Hyland Hills Chalet

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Photo Credit: Melissa Lee Ann Photography





## The Alpine Room

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

A newly renovated chalet featuring a soaring pine ceiling, 40 foot windows, and a dramatic, panoramic view of the ski slopes. With a capacity of 320 guests, it is the perfect venue for corporate meetings, employee appreciation gatherings, silent auctions, company picnics, trade shows, birthdays, family reunions, quinceañera, bar/bat mitzvahs and much more!



## Rental Fees:

### Monday-Thursday

Room Rental: \$950

Damage Deposit: \$500

Security Fee: \$240+tax

### Friday & Sunday

Room Rental: \$1900

Damage Deposit: \$500

Security Fee: \$240+tax



Rental includes a 10 hour window - including the set up and take down of your event. Additional hours are available for \$100/hour. All events must conclude by 11pm

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



# Alpine Room Rental Includes

- 10 hour rental period. Events must conclude by 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 additional use
- Sound system (with built-in speakers, wireless microphone, projector & screen, satellite radio, Blue Ray player)
- 4 - 85" flat screen tv's
- 22x22 dance floor
- Banquet chairs
- Outdoor patio with tables, chairs, fire table and café lighting
- Lawn games- bocce ball, giant jenga, giant dominoes, yard dice, and bean bag toss
- Great lawn area
- 5 changing rooms
- Ample restrooms on both levels
- Event assistant on duty at all times
- On-site parking with ~160 spaces
- Zero waste facility: compostable or glassware is used at all events.
- On-site pre-event coordinator: our event coordinator will work closely with you before your event. This includes day of details, custom layouts, etc.
- See our additional rental items for some décor options, and additional av capabilities.

*Thank you for a wonderful event! The venue was amazing and everyone had a great time experience at this offsite location. Thank you for all you and your staff do. We will definitely be reaching out again in the future. - **Jennifer H. - Schwan's, August 2018***

*WOW! Thank you so much for the well-oiled staff, event space and Chalet! Seriously, everyone from the time I arrived, were helpful, gracious, smiling and willing to make a fabulous event. We express our gratitude and looking forward to booking another date soon. -**Jane T. - WINE, June 2018***



# The Ridgeview Room

The Ridgeview Room is perfect for small dinners, work engagements, meetings, trainings, grad parties or other small special events.

The newly renovated space features soaring pine ceiling, large bank of windows, and a fantastic view of the ski slopes.

**Accommodates 48 guests**

## Rental Fees:

**Monday-Thursday**

**Room Rental:** \$275 1st 4 hours \$50; every additional hour

**Damage Deposit:** \$100

This room can be reserved between 8:00 AM-11:00 PM Mondays-Thursdays. The Ridgeview Room can be reserved up to 60 days in advance, unless in conjunction with the Alpine Room.

## Rental Includes:

- Flat screen TV with HDMI hookup
- 60" round white banquet tables
- Banquet chairs
- Portable projection screen and projector (upon request)
- Outdoor patio with patio furniture, fire table and cafe lighting
- Lawn games
- Ample restrooms on both levels
- On-site parking



*Thank you for your kind assistance with our event. My group LOVED this venue; I am sure that we will be back very soon!*  
**- Pam L. - Starky Hearing, June 2018**

*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.**



# Approved Caterers

As part of our commitment to providing you the highest level of service and guest satisfaction, we have established an Approved Catering List. This list will ensure a distinctive and personalized experience for your event. If you wish to use a caterer not on the Approved Catering List please have that licensed caterer email [catering@threeriversparks.org](mailto:catering@threeriversparks.org) to inquire about catering 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. *Drop of catering is not allowed.*

Hyland Hills also has a modified catering menu for items such as breakfast, lunches, appetizers, and late night snacks.



## Beverage & Bar Service

Bartending services must be arranged through the Sales & Events Office. Bartending services are \$50 an 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.

## 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. And now your nuptials can have a "green" touch, too. All of our caterers provide either reusable dinnerware, tablecloths and napkins, or compostable substitutes. Three Rivers Park District practices the use of products that are both convenient for our facilities and far more environmentally friendly.





## 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.
- Booking Transfers - we can transfer your date to a future open date for a fee of \$100. Your cancellation policy does not extend with the new booking.

## Available AV Equipment

- 2 wireless handheld microphones
- 1 microphone stand
- 1 lavalier microphone
- Sound system with built in speakers
- Access to satellite radio
- Integrated 220" 16x9 projection screen
- 4K HD Projector w/ HDMI input
- 4 85-inch flat screen TV's
- Blu Ray player
- 3.5mm Aux input
- FM Assistive Listening System
- Podium



## Rental AV Equipment

- Portable stage- configurable for up to 12' x 10'; includes draping & portable stairs - \$350
- Easels - \$6 each (4 available)