

6205 N. Sheridan
773.761.0376

Berger Park Cultural Center



Last Updated December 31, 2018

Originally named the Downey Mansion, this historic landmark is one of the few remaining mansions that once lined Chicago's Lakefront. This quaint mansion features hardwood floors, original woodwork and antique light fixtures among other charming details. The mansion also boasts an outdoor space with breathtaking lake views. Located just minutes from downtown, this unique space offers three rooms that can be rented individually for intimate gatherings or together for functions that can accommodate up to 100 guests.

Berger Park Standard Hours:

Sunday: Closed
Monday-Friday: 9 am – 9 pm
Saturday: 9 am – 5 pm

2019 – 2020 Pricing & Event Spaces

Location	People	Dimensions	Sq. Ft.	2017-2018 Rental Fee
Dining Room	Up to 50	40' X 17'	680	\$90 per hour including set up and tear down
Living Room	30 – 40	28' X 17'	476	\$60 per hour including set up and tear down
Entire First Floor <i>(4 hour minimum)</i>	Max. 100		Before 5pm: After 5pm:	\$130/hour \$230/hour
East Lawn	Max. 130	47' X 58'	2,726	\$510 for 2 hours
Wedding Package <i>(2pm – 10 pm)</i>	Lawn Ceremony, 1 st Floor Reception, Security, Staff & Prep Room.		*can be used for other special events besides weddings.	\$1,600

Additional Fees

- ***Security Deposit:** \$200 *(Refunded after event if nothing is broken, damaged, or violated)*
- ***Staffing Fee:** \$20/hour *(for events outside of normal business hours; see above for hours)*
- ***Security Fee:** \$30/hour *(for events with alcohol or more than 60 people attending)*

Call to find out availability and pricing for Theater Rehearsal and Performance spaces.

Chicago Park District

Additional Information



*Single Room Rentals are available only during Berger Park's standard business hours.

*Entire First Floor Rentals are available ONLY OUTSIDE of Berger's standard business hours. See Page 1 for hours. For the Entire First Floor Rentals, clients must purchase a minimum of four hours.

*All events must conclude by 11 pm.

*Set-up and tear-down time (including deliveries and pick-ups) must occur during the time the client reserves and pays for.

*The outdoor campus is not included in the building rental.

*Berger Park does not provide air conditioning. Event organizer may bring portable units if desired. Contact Park Supervisor for more information.

Outdoor Wedding Ceremonies

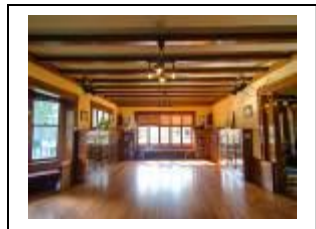
If interested in only a ceremony in the outdoor space at Berger Park, please submit a **Special Event Application for a Commemorative Permit**.

Visit www.chicagoparkdistrict.com. Select "Permits and Rentals", then "Weddings" to learn about outdoor ceremony options. Berger Park offers Level 1 Commemorative Permit, which allows two hours (including set-up and tear-down), and it allows customers to bring in chairs and a trellis. No amplified sound may be used outdoors. Depending on availability, Berger Park has chairs free of charge that customers may set-up and tear-down. More information can be found on pages 5 – 8 in the Special Event Permit Application.

Applications are processed in the order received. Customers are contacted if your time/date/location is available and what fees/documents/etc are required in order to secure a permit.

Applications for Commemorative Permits are accepted on September 1st for the following year.

To Book



Temporary holds are not offered. To reserve Berger Park, the following is required:

- 1.) Special Event Venue Application
- 2.) \$35 Non-Refundable Application Fee
- 3.) 50% of the Rental Fee.

Cancellation is subject to forfeiting amounts already paid. No exceptions.

Parking/Transportation

Parking does not exist on the Berger Park premises. Limited street parking is available on Granville or its neighboring streets. Guests should make their own parking arrangements. Vehicles are not allowed to remain on-site and can never drive or park on the grass. For nearby businesses with parking, contact Sacred Heart for availability at 773.262.4446 or Kindred Hospital at 773.381.1222.

Inventory

Event organizers are welcome to use our current inventory free of charge, based on availability.

Approximately:

- 65 folding chairs
- 10 six foot rectangular tables
- 8 three foot card tables
- Refrigerator
- Stereo system with auxiliary hookup

All other equipment must be rented from our Preferred Professionals.



Additional Information

CATERING

- All are required to use a caterer from [Preferred Professional List](#)
ALL FOOD & BEVERAGE (including alcohol), must be supplied and served by the Preferred Professional caterer. Customers may not supply and food or beverages. Exception: Wedding cake.
- Alcohol is not permitted outdoors.
- Cost to be determined by caterer.

EQUIPMENT RENTAL

- All are required to use rental suppliers from [Preferred Professional List](#).
- Cost to be determined by rental supplier.

SECURITY DEPOSIT

- All are required to pay a refundable security deposit, as indicated in the rate structure. Refunds will be processed after the event as long as there is no damage to the property and all rules and regulations are followed.
- A partial list of violations in which part or the entire security deposit will be withheld include: entering/exiting outside of reservation time, deliveries/pick-ups outside of reservation time, unauthorized vehicles on-site and/or on the grass, or policies of the park district are not followed as stated.

SECURITY OFFICERS

- All events with over 60 guests are required to have at least one (1) Chicago Park District Security Officer on-site during the rental.

Additional Information Continued

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Special Event Venues

Berger Park
Buckingham Fountain
Columbus Park Refectory
Garfield Park Conservatory
Lincoln Park Conservatory
North Rose Garden
Northerly Island
Promontory Point
63rd St. Beach House
South Shore Cultural Center
Tiffany Celebration Garden

SET-UP & CLEANING

- Organizers must set-up, clean-up, and remove refuse themselves.
- No set up/break down service, consultation fee or janitorial service is included in the rental.

INSURANCE

- The Chicago Park District requires any individual or group hosting an event on Chicago Park District property to obtain General Liability Insurance in the amount of \$1M naming the Chicago Park District as Additional Insured. The Park District also requires the Endorsement issued by the insurance carrier. You may obtain this insurance from any insurance company of your choosing or contact us for a recommendation. Serving alcohol will require additional insurance coverage of \$2M.
- Contact Park Supervisor for more information.

ELECTRICITY

- There is limited electrical power available, which is sufficient for basic needs; however, we recommend renting generators for additional electrical needs.
- Contact Park Supervisor for more information.



www.chicagoparkdistrict.com/specialeventvenues