

Park Shelter Rental Permit Request

Application does not guarantee park shelter rental.

Thank you for your interest in renting one of HEParks' outdoor park shelters. Please allow ten days for processing following submission of the completed application. If approved a copy of your receipt and shelter use permit will be sent to you.



1685 W. Higgins Road, Hoffman Estates, IL, 60169
847-885-7500, HEParks.org

Contact Information

Household #	Reservation #
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Name of organization or individual:		
Contact person if different from above:		
Address:	City	Zip
Email address:		
Phone #	Alternate phone #	Organization website:

Shelter Rental Information

Park name:			
	Rental times	Resident fee	Non-resident fee
Half day rental:	8:00a-1:30p	\$75	\$125
	2:00p-7:30p	\$75	\$125
Full day rental:	8:00a-7:30p	\$100	\$150
Power fee: Vogelei Park only	\$10	Total rental fee:	\$
Requested date:	Alternate date:		
Start time:	End time:		
Expected attendance:	Will an admission/donation be collected?	Yes	No

Alcohol and Smoking are prohibited at all HEParks Parks

Event Description

Will your group or members be preparing food, bringing equipment, using tents or other temporary structures, and if so, please describe and provide a site plan for approval before a permit is to be used. Grills are not allowed within HEParks parks.

Parks with Available Rentable Shelters

	Playground	Restrooms	Summer availability ¹
Canterbury Park	✓	I	✓
Charlemagne Park	✓		✓
Community Park	✓		
Evergreen Park	✓	P	✓
Fabbrini Park	✓	I	✓
Field Park	✓		✓
Huntington Park	✓	P	✓
Olmstead Park	✓	P	✓
Pine Park	✓	P	✓
South Ridge Park	✓	I	
Tropicana Park			
Valley Park	✓	P	✓
Victoria Park	✓	P	✓
Vogelei Park	✓	I	✓**
Willow Park	✓	I*	✓

Public restrooms and toilets are available April 1 - October 31. Additional portable toilets and out of season toilets are available to rent for \$125 per day.

Portable toilet rental
\$125

I=Indoor Restroom P=Portable Toilet
* Restroom open during business hours
** Electricity available for an additional \$10 fee
¹Some shelters have limited availability between Memorial and Labor Days. All shelters are available outside of these dates.

Payment information

Rental fee:	Security deposit:
Initial payment:	Balance due:
Last 4 digits of credit card:	Date:
Name:	
Signature authorizing credit card payment:	

Return the completed form to Hoffman Estates Park District
1685 W. Higgins Road, Hoffman Estates, 60169
Phone: 847-885-7500 x 601
Fax: 847-885-7523
Email: cforetto@heparks.org