

# **McCook PARK DISTRICT**

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## **USE OF THE PARK DISTRICT HALL**

The Park District Hall was designed and constructed in 1959 with the intention of providing a center for community events and recreational activities. With the construction of the gymnasium in 1971 most recreational needs could be reconciled to that facility allowing more opportunities for private residential use of the Hall. Since that time a number of minor improvements have been blended in with a couple of major alterations improving the comfort, efficiency, and accessibility of the facility enabling it to remain a popular and convenient accommodation for both the community and private functions.

Persons using the Hall find its large, fully equipped kitchen (stove, refrigerator, dishwasher, microwave and sink) and its completely handicap accessible activity and restroom areas efficient and accommodating. This well heated/air conditioned facility is furnished with enough tables and chairs to seat and serve 75 people (8 circular tables 60" diameter, 8 rectangular tables 30" x 72" & 75 chairs).

Application for use of the Hall is relatively simple. All you need to do is complete the application form and return it to our office. Residents in good standing are not required to post a security deposit or pay a fee for the use of the facility (residents who have previously demonstrated abuse of the conditions of use for the facility and non-residents will be required to post a deposit and pay an hourly fee). Reservations will not be "booked" over the telephone but you are more than welcome to call our office if you have interest in finding out about available dates or any other information pertaining to the use of the facility. In order to prevent double bookings and misinformation the schedule of available dates and applications are maintained in our administrative office and managed by the superintendent or the park administrator. Other employees will be glad to help you but they do not have the authority to confirm date or reservations. If you are unable to stop by our administrative office between 8:00 a.m. and 4:00 p.m. Monday thru Friday give us a call during those hours and we will do our best to make other arrangements. Just remember that it isn't enough to call or pick up an application. It must be completed and returned before we will confirm your request. We accept no responsibility for your failure to comply with this requirement.

There are some restrictions that govern the use of the Hall. *UNDER NO CIRCUMSTANCES MAY ALCOHOLIC BEVERAGES BE BROUGHT ONTO PARK DISTRICT PROPERTY.* We will not approve applications for wedding receptions, political activities, gambling, profit making demonstrations, activities which would lead to inconsideration of neighboring residents and activities which could extend the physical capabilities of the facility and provide unacceptable potential for facility abuse or damage. Use of the Hall does not extend special privileges for use of the playground, ball field or any other Park District facility. We will not book two activities for the same weekend and all activities are expected to end by 9:00 p.m. Park District programs and activities always have priority over private use of the Hall.