

## Venue Addresses & Contact Information

### Contact Info:

*Reservation Coordinator*

110 W Madison Street

Yorkville, IL 60560

630.553.4025

e-mail: [kcforest@kendallcountyl.gov](mailto:kcforest@kendallcountyl.gov)

### Meadowhawk Lodge

11285 Fox Road

Yorkville, IL 60560

### Ken Pickerill Forest Preserve & Estate House

6350 Minkler Road

Yorkville, IL 60560

### Ellis House & Equestrian Center

13986 McKanna Road

Minooka, IL 60447

815.475.4035/630.552.5253

[ellishec.com](http://ellishec.com)

Revised: September 2023



## Special Event Venue Catalog



[kendallforest.com](http://kendallforest.com) – 630.553.4025

## Meadowhawk Lodge



The Meadowhawk Lodge at Hoover Forest Preserve is a great location to hold your special event. Meadowhawk Lodge features a large event space, commercial kitchen and outdoor patio.

Meadowhawk Lodge is made to order for groups staying in the bunkhouses and needing a large space for meals and activities. The lodge is perfect for wedding receptions.

Meadowhawk Lodge can accommodate up to a maximum of 100 guests for all events.

For our guests with special needs, Meadowhawk Lodge is fully accessible.

Meadowhawk Lodge was built with the environment in mind. Geothermal heating and cooling, solar panels, wind power, and a permeable paver parking lot make the lodge a truly “green” building.

## Local Hotels

The Hampton Inn  
310 East Countryside Parkway  
Yorkville, IL 60560  
630.553.9805

Holiday Inn  
577 E. Kendall Drive  
Yorkville, IL. 60560  
630.882.0600

Hampton Inn & Suites Minooka  
621 Bob Blair Road  
Minooka, IL 60447  
815.828.6450

Towne Place Suites by Marriot  
630 Bob Blair Road  
Minooka, IL 60447  
815.828.4900



## Catering Companies

While you are welcome to bring in your own food for your event, you will need to contract with one of our Preferred Catering Services if you plan to have serving/wait staff on site for table service or buffet replenishment. The following caterers are approved to contract with:

Upper Crust Catering  
630.553.9533  
[uppercrust-catering.net](http://uppercrust-catering.net)

DD Pig Roast  
708.473.5373  
[ddpigroast.com](http://ddpigroast.com)

Calico Café  
815.496.9734  
[tejaschicken@gmail.com](mailto:tejaschicken@gmail.com)

My Chef  
630.717.1274  
[info@mychef.com](mailto:info@mychef.com)

Station One Smokehouse  
815.271.6328  
[info@stationonesmokehouse.com](mailto:info@stationonesmokehouse.com)

Silver Fox  
630.385.2372  
[joe@silverfoxyorkville.com](mailto:joe@silverfoxyorkville.com)



## Ellis House & Equestrian Center

The Ellis House provides an ideal location for you to host your special event whether it is a wedding, banquet, meeting or party.

The Ellis House can accommodate up to 40 guests for a seated reception and 60 for an appetizer reception in the main level of the House. We also have a classroom that can seat up to 25 for a seminar or meeting. A tent can be rented through an outside vendor to accommodate larger parties up to 200 guests. For our guests with special needs, handicapped restrooms are accessible through the equestrian entrance.





## Pickerill Estate House



Pickerill-Pigott Forest Preserve was acquired in 2017, named in honor of Ken and Jackie Pickerill who donated their land and estate home to the District. The 95-acre preserve sits atop the Ransom glacial moraine overlooking the Oswego channel, and includes remnant oak woodlands, farm ponds, wetland areas, and tremendous views of the surrounding countryside. The Estate House hosts District education and partner agency programs, special events, and private events. Boasting an outdoor, covered patio and space inside of the grand entryway and adjoining rooms, the Pickerill Estate House can host up to 90 people on the patio and 40 people inside of the Estate House. Additionally, the grounds surrounding the house provide ample space for guests to enjoy the outdoors.

## Bartending Companies

You must have an approved Bartending Service (list below) on site if you plan to have alcohol at your event. A charge of \$100.00 will be added to your reservation for an Alcohol Event Host to be on site.

Absolute Ladies & Gentlemen Bartending  
312.961.1978  
[algjasmyne@gmail.com](mailto:algjasmyne@gmail.com)

Over the Moon Private Bartending  
224.800.2441  
[Alexandra@otmprivatebartending.com](mailto:Alexandra@otmprivatebartending.com)

11th Hour Bartending  
630.746.1103  
[11thhourbartending@gmail.com](mailto:11thhourbartending@gmail.com)

Not Your Mama's Trailer  
877.689.6262  
[notyourmamastrailer@gmail.com](mailto:notyourmamastrailer@gmail.com)

## Rental Companies

Grand Rental  
630.553.3111  
[grandrental.com](http://grandrental.com)

First Place Rental  
630.554.3155  
[firstplacental.com](http://firstplacental.com)



## Pickerill Estate House Rates Effective 12/1/23

Venue hours are from 9:00 am to 10:00 pm

	License Fee	Refundable Security Deposit
<b>Wedding Receptions and/or Ceremony (includes use of House, Patio, and Shelter)</b>		
Friday, Saturday & Sunday	\$2,500.00	\$ 1250.00

### House, Patio, Shelter

	<u>Resident</u>	<u>Non-Resident</u>
<b>Other Events - Weekend</b> <i>(Friday-Sunday)</i>	\$125.00/hr	\$150.00/hr
<b>Weekday</b> <i>(Monday-Thursday)</i>	\$80.00/hr	\$105.00/hr

*\*Security Deposit: 50% of contracted time*

### House (includes Meeting Space)

	<u>Resident</u>	<u>Non-Resident</u>
	\$100.00/hr	\$120.00/hr

*\*Security Deposit: 50% of contracted time*

If serving alcohol at Event, an Event Host must be on site (additional charge for events not in the \$2000.00 event fee schedule)

**Alcohol Event Host: \$100.00**

### Optional Staff Support Set-up and Tear-Down:

\$100.00 – up to 50 expected attendees

\$150.00 – 51-100 expected attendees

### Client Set-up and Clean-up (pre-and-post event)

\$15.00/per hour (no 1/2 hour increments)

**\*License fees include use of the tables and chairs for up to 130 people (90 on patio, 40 in House)**

## Venue Amenities

- Meadowhawk Lodge: (22) 60" round dinner tables, 115 banquet chairs, 10 rectangular meeting tables (6' and 8' available), as well as a projector screen and a podium.
- Ellis House: (8) 48" round dinner tables, 52 banquet chairs, (6) 6-foot rectangular meeting tables, and (1) 8-foot rectangular table. A projector, screen and a podium are available for use with your laptop.
- Pickerill Estate House: (20) 60" round tables, (10) 8' rectangular tables, and 150 banquet chairs

Table boutique linens, and other audiovisual equipment are available from local rental companies.

**The Dance floor requirement for all events is a minimum of 15' x 15'**

All Kendall County Forest Preserve Venues are Smoke Free. Please no glass bottles.



## Forest Preserve & Rental Policy

Kendall County Forest Preserve staff will be available by phone for emergencies and to report damages. Staff are authorized to prohibit or control any activity which is not consistent with the policies of the Kendall County Forest Preserve District or which could cause harm to the property, grounds, or guests.

Licensed and approved bartenders are required for any event serving alcohol. An Event Host must be onsite for events that serve alcohol.

Guests and contracted caterers are responsible for the set-up, service, take down, and clean-up of the areas that they use during the contracted hours.

Set-up and tear down of tables, chairs, and other Preserve equipment by Kendall County Forest Preserve staff is available at an additional cost. If you wish to set-up and clean-up on your own, this must be included in the requested license period. An additional fee will be charged for each additional hour or portion thereof that is used for these tasks. If Forest Preserve staff needs to arrange for additional clean up, these charges will be deducted from the security deposit.

The building must be left in the condition that it was found. All items (kitchen equipment, decorations, flowers, barware, sound equipment, etc.) brought in must be taken out following the event. It is the Licensee's responsibility to ensure that caterers provide proper service and clean up all areas where they are working.

Rice, water balloons, piñatas, sidewalk chalk, birdseed,

## Ellis House Rates Effective 12/1/23

Venue hours are 9:00am-10:00pm

### Friday through Sunday Weddings and/or Receptions

	License Fee	Refundable Security Deposit
	\$2,000.00	\$1,000.00

### Other Events

Ellis House      \$75.00/hour    50% of Contracted Time

Staff Set up or Clean up available: \$300

Ellis House Classroom Rental

\$50.00/hour    50% of Contracted time

If serving alcohol at Event, an Event Host must be on site (additional charge for events not in the \$2000.00 event fee schedule)

**Alcohol Event Host: \$100.00**

Use of the Fireplace      \$30.00

*Ellis House Staff will stoke fire and replenish wood*

**\*License fees include use of the grounds, house equipment, 40x80 tent pad (tent not included), and tables and chairs for up to 200 guests.**

## Meadowhawk Lodge Rates Effective 12/1/23

Venue hours are from 9:00 am to 10:00 pm

	License Fee	Refundable Security Deposit
<b>Wedding Receptions , Special Events</b>		
Friday, Saturday & Sunday	\$2000.00	\$1000.00
	<u>Resident</u>	<u>Non-Resident</u>
<b>Other Events - Weekend</b> <i>(Friday-Sunday)</i>	\$110.00/hr	\$130.00/hr
<b>Weekday</b> <i>(Monday-Thursday)</i>	\$75.00/hr	\$90.00/hr

*\*Security Deposit: 50% of contracted time*

If serving alcohol at Event, an Event Host must be on site (additional charge for events not in the \$2000.00 event fee schedule)

**Alcohol Event Host: \$100.00**

**Optional Staff Support Set-up and Tear-Down:**  
\$100.00 – up to 50 expected attendees  
\$150.00 – 51-100 expected attendees

**Client Set-up and Clean-up** (pre-and-post event – optional)  
\$15.00/per hour

Not-for-Profit and Government Rate: (10% Discount)

Sound System w/microphone: \$25.00

**\*License fees include use of the tables and chairs for up to 100 guests, and use of the fully equipped commercial kitchen.**

## Forest Preserve & Rental Policy

flower petals, confetti, streamers, glitter, sequins, etc. may not be used on Kendall County Forest Preserve grounds or inside the venues. No decorations are allowed to be placed on the walls or doors. Tapered candles with open flames, sparklers, and any type of pyrotechnical devices are prohibited. Parking is not permitted on the grass or outside of designated areas.

Reservations will be taken up to 12 months in advance of the desired date. All License Agreements must be signed by an adult at least 21 years old who will be in attendance at the event. The License fee is to be paid in full 30 calendar days prior to the event date.

Security Deposits for all events are required at the time of the request. If the event is cancelled following the date that the District and Licensee enter into the Agreement and up to 60 days prior to the event date, the District will retain 50% of the security deposit paid. In cases where the cancellation notice is received less than 60 days prior to the event date, the District will retain 100% of the security deposit paid.

Posting of placards or signs containing advertisements of any kind, an event collecting entrance fee or selling food, goods or services is strictly forbidden except for those groups holding a valid Special Event Permit. Groups may display signs to identify their location provided such signs are temporary and removed at the end of the event. These signs may be no larger than 24" x 30"