

BYRON FOREST PRESERVE DISTRICT  
BAR SERVICE APPLICATION/AGREEMENT  
P O BOX 1075, BYRON IL 61010-1075  
(815) 234-8535 ext. 200

All events are booked in order by date of payment received.

Date of Application _____
Date of Event _____
Bar Time _____
Facility Reserved _____
Expected Attendance _____

Group Name \_\_\_\_\_

Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone # \_\_\_\_\_

2nd Contact Person \_\_\_\_\_ Phone # \_\_\_\_\_

Byron Forest Preserve District bar services coordinator must have at least thirty (30) days notice prior to the event. Full payment for services is due at least one week before the event.

Fees: Beer \_\_\_\_\_

Bar Minimum \_\_\_\_\_ (If your bar service is a cash bar only, you must pay a \$100 fee to insure that the bar revenue is at least \$100. If you purchase at least a 1/4 barrel of beer, you don't have to pay this add'l fee.)

Bartending \_\_\_\_\_ (\$15/hr. x \_\_\_\_\_ hrs.)

Setup \_\_\_\_\_

Other \_\_\_\_\_

Other \_\_\_\_\_

Total Due \_\_\_\_\_ by \_\_\_\_\_.

Official use only: Payment of \$ \_\_\_\_\_ was received on \_\_\_\_\_ by \_\_\_\_\_

Credit card - \_\_\_\_\_ Visa \_\_\_\_\_ Mastercard # \_\_\_\_\_

Exp. Date \_\_\_\_\_ Cash \_\_\_\_\_ Check \_\_\_\_\_

Final arrangements are to be made 30 days prior to the event. A portion of the paid fees may be retained by the Byron Forest Preserve District for cancellations less than 14 days prior to the event.

As the undersigned applicant, I understand and accept the rules, regulations, fees, and charges (on the rental agreement and the bar service agreement). In the event that my account is placed with a collection agency for collection purposes, I understand that I am responsible for all collection agency fees, which is a percentage of the balance placed for collection. In addition, I will be responsible for all court costs, filing fees, and attorney fees, should this account require litigation.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_  
(must be signed prior to Director's signature)

Official use only: Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ rev: 1/26/16

Executive Director's Signature \_\_\_\_\_ Date \_\_\_\_\_

## Bar Services

Beverage Service: Soft Drinks \_\_\_\_\_ (\$1 per can or you may bring in your own pop)

Bar Service: Open Bar (a 20% gratuity will be charged) \_\_\_\_\_ Cash Bar \_\_\_\_\_

**\*Bar Minimum \$100**

**Bar Setup \$50**

**\*\*Bartender \$15/hr**

Beer (domestic) \$3.00

Wine \$5.00

Wine Coolers \$5.00

Well Drinks \$5.00

Mixed Drinks \$5-\$7

Pop \$1.00

Wine \$12.50 & up per bottle

Champagne \$15.00 & up per bottle

Special Arrangements: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\*Applicable for cash bar only events.

\*\*Two bartenders may be required based on the number of people and the type of event.

### Beer Choices

1/2 Barrel serves 210 - 12 oz. drinks **Please circle your choice(s).** 1/4 Barrel serves 105 - 12 oz. drinks

1/2 Barrels - \$200  
(Not available in 1/4 barrel)

Bud Select  
Old Style, Miller,  
Miller Genuine Draft  
Michelob-Light, Ultra, Amber  
Michelob Golden Draft-Light  
Busch-Light

1/2 Barrel - \$200  
1/4 Barrel - \$150

Budweiser, Bud Light  
Coors-Light  
Miller-Lite, Genuine Draft  
Michelob

1/2 Barrel - \$225  
(Not available in 1/4 barrel)

Leinenkugel Honey Weiss  
Leinenkugel Special Ale  
Leinenkugel Red  
Heineken, Amstel  
New Castle, St. Pauli Girl  
Blue Moon

There are other choices and 1/6 barrels available, please ask.

*Official use only:* Beer \_\_\_\_\_ Champagne \_\_\_\_\_ Special Order \_\_\_\_\_

### Bar Services General Rules and Regulations:

1. The Forest Preserve offers full bar services including: liquor, beer, cups, and bartender.
2. NO alcoholic beverages may be brought on Byron Forest Preserve District premises which includes but is not limited to the Jarrett Prairie Center and PrairieView Golf Club and Pavilion.
3. NO ALCOHOLIC BEVERAGES ARE ALLOWED IN ANY PARKING LOT AT ANY TIME!
4. The renter of the facility is responsible for general clean-up of the rented area.
5. The renter must be on the premises at all time during the rental.
6. The renter's group must follow the rules and regulations of the Byron Forest Preserve and/or PrairieView Golf Club or the Executive Director and/or the Byron Police will be contacted.
7. The renter may not provide their own bartender for their event. A Forest Preserve bartender is required.

I have read the above printed rules and regulations and agree to abide by all of them.

Signature of applicant \_\_\_\_\_ Date \_\_\_\_\_