

Application Information

Please email completed form to rent@centeronhalsted.org or FAX to 773.661.0780.

ORGANIZATION / NAME	IF APPLICABLE, LIST 501C3 TAX ID	
CONTACT NAME	EMAIL	PHONE
BILLING ADDRESS		
CITY / STATE / ZIP		

Event / Meeting Description

PLEASE DESCRIBE YOUR EVENT.

Event

LIST DESIRED DATE(S) AS WELL AS ALTERNATE DATE(S)

LIST PREFERRED START AND END TIME

NUMBER OF ATTENDEES

VENUE REQUEST (please check the room(s)/venue(s) you are requesting)

- SMALL MEETING ROOM 1 MEDIUM MEETING ROOM 2 MEDIUM MEETING ROOMS 3 MEDIUM MEETING ROOMS
- CLASS ROOM LARGE MEETING ROOM BILLIE JEAN KING RECREATION HALL HOOVER-LEPPEN THEATRE
- IRVING HARRIS FAMILY FOUNDATION RECEPTION HALL RICHARD M. DALEY ROOFTOP TERRACE JOHN BARAN SENIOR CENTER DR. DAVID J. LOCHMAN CYBER CENTER

WILL YOU BE SERVING FOOD OR ALCOHOL FOOD & ALCOHOL FOOD ONLY ALCOHOL ONLY

Only those catering companies listed on our Approved Caterers list are permitted to cater or supply food and/or alcohol for events at Center on Halsted.

By submitting this application, you agree to abide by Center on Halsted policies, including those defined in our rental brochure and Code of Conduct.

You can open and fill out this document using applications like Acrobat PDF Reader or Google Chrome.