

Roscoe Township Community Center Rental Types

- Community Meeting – no use of food prep area, no alcohol, minimum 2-hour rental, maximum 4 hours
- Social Events – such as parties, showers, reunions, dinners - use of food prep area, alcohol allowed with appropriate Liquor License according to the Village of Roscoe ordinance, additional alcohol fee, minimum 3-hour rental, maximum 5 hours (beyond 5 hours, wedding fees apply)
- Weddings – use of food prep area, alcohol allowed with additional fee and dram shop insurance, use of facility from 9am to midnight Friday and Saturday, 11pm on Sunday, Saturday rentals on the first and third Saturday of the month only.

Facility Rental Fees

Indoor Facilities	Monday – Thursday		Friday – Sunday	
	Township Resident	Non-Resident	Township Resident	Non-Resident
Roscoe Township Community Center				
Community Meeting (2 hr. min)	\$15/hr.	\$35/hr.	\$20/hr.	\$50/hr.
Social Event (3 hr. min)	\$45/hr.	\$105/hr.	\$60/hr.	\$150/hr.
• Alcohol Fee	\$100	\$100	\$100	\$100
• Refundable Deposit (if applicable)	\$300	\$300	\$300	\$300

Indoor Facilities	Friday or Sunday		Saturday	
	Township Resident	Non-Resident	Township Resident	Non-Resident
Roscoe Township Community Center				
Weddings (all day)	\$1200	\$1600	\$2000	\$2700
• Alcohol Fee	\$200	\$200	\$200	\$200
• Refundable Deposit	\$1000	\$1000	\$1000	\$1000

Shelters	Township Resident	Non-Resident
Kelley Myers Park Pavilion	\$15/hr.	\$35/hr.
<i>space reserved for future use</i>		
Alcohol Fee	\$100	\$100

We accept CASH, CHECK or CREDIT CARD a 3% surcharge will be added when using a credit card.

Special Use Requests

Special Use Requests must be approved by the Township Supervisor and may be required by the Village of Roscoe or Winnebago County. These may include, but are not limited to, DJ's, alcohol, and any third-party vendors.

Insurance Requirements for Special Use Requests

Roscoe Township may require the renter to provide a Certificate of Insurance verifying \$1,000,000 (**One Million Dollars**) minimum general liability insurance and \$2,000,000 (**Two Million Dollars**) aggregate insurance. Roscoe Township must be named on the Certificate of Insurance as an additional insured. The Certificate of Insurance must include the name of the event as well as the date, time, and location of event. This must be turned into the Township no later than 2 weeks prior to the event. If alcoholic beverages are being served or consumed, police supervision may be required to be provided by the local police at the expense of the renter.