

Meeting/Party Facilities

Rental Guide



TheMallinckrodtCenter

Rates:

Meskill Room Rates	Daytime, Weekday Hours/Building Open <i>(Regular hrs. 9-5 M-F)</i>	Evening and Weekend Hours, or Building Closed <i>(Two-hour minimum)</i>
Meskill Room <i>(80 guests/sound system & AV equipment)</i>	\$90/hour	\$111/hour
Meskill A <i>(40 guests)</i>	\$48/hour	\$70/hour
Meskill B <i>(40 guests/adjacent to kitchen)</i>	\$48/hour	\$70/hour
Kitchen	\$38 flat fee	\$38 flat fee
Activity Room Rates		
Wood Floor Room	\$48/hour	\$60/hour
Library	\$48/hour	\$60/hour
Small Meeting Room <i>(15 guests)</i>	\$38/hour	\$48/hour
Gazebo	<i>Available in conjunction with room rental (call for information)</i>	
Outdoor Patio	<i>No additional charge with room rental.</i>	
Liquor Liability Insurance		\$175

There is a two hour minimum for evening and weekend rentals. Contracts are required with 1/2 of the estimated fee used as a deposit to hold your date. The remainder of the fee is due two weeks prior to the event. Cancellations less than 30 days prior to the date will be assessed a service fee.

Provided with Rental: Chairs, along with your choice of long tables, round table, conference tables or card tables.

The Mallinckrodt Center
1041A Ridge Road, Wilmette, Illinois, 60091
For more information, call
847/256-9623



A SUMMER CEREMONY IN OUR GAZEBO IN LOVELY MALLINCKRODT PARK IS PERFECT, WITH ROOM RENTAL AVAILABLE FOR BRIDAL PARTY PREPARATION.



ur center is located in an impeccably renovated 1916 Romanesque building amidst a stunning, mature 14-acre park. It features the Meskill Room, a large common room which can be divided into two smaller rooms. An adjacent kitchen is perfect for caterers. The Wood Room, another large room with gleaming wood floors, is available for classes and meetings. The Wood Room is adjacent to a covered patio area overlooking the serene Mallinckrodt

Park. The Library and one additional smaller meeting room round out the space available for use at the Mallinckrodt Center. Convenient, accessible parking makes this an ideal meeting and entertaining location.



Activity Rooms

The Library, Wood Room and Small Meeting Room can accommodate groups ranging from 10 to 30 people, depending on your activity. All types of seating arrangements, with or without tables, are available in these three rooms.



The Meskill Room

This sunny spot is perfect for larger meetings and parties. The Meskill Room has capacity for up to 80 people. A dividing wall can split the area into two rooms accommodating up to 40 people each. An adjacent kitchen is available at an additional charge. Long, round or card tables and chairs can be set up in the configuration of your choice.

Kitchen

Adjacent to the Meskill Room.

