

# ROUND LAKE BEACH CULTURAL & CIVIC CENTER

## Friends of the Center Sponsorship Opportunities

Dear Interested Sponsor,

The Round Lake Beach Cultural & Civic Center is seeking sponsors for our 2021 season. As you may already know, the Center opened in 2007 and hosts a number of dynamic cultural events and family-friendly activities, as well as educational and artistic programming. The Center provides our residents and surrounding areas with a multi-use facility where individuals and families choose to celebrate special occasions, such as baby showers, wedding receptions, birthday parties, and quinceañeras. Prior to the global pandemic and subsequent restrictions, the Center hosted concerts, festivals, and children's events with story-telling, magic shows, and animal presentations. These events and programs are either free or offered at a significant discount compared to similar events hosted in neighboring towns. Since the start of the pandemic, the Center was able to host the annual summer children's events virtually.

We realize that everyone has been affected by the global pandemic and we greatly appreciate any sponsorships. This year's sponsorship rates have been significantly reduced and the top three tiers now include ad space in the Village's bi-monthly newsletter. Please consider utilizing the Center for your business needs, such as meetings, seminars, and luncheons. The Center is a cornerstone in our community and strengthens citizen engagement in the arts, and creates a strong shared identity and pride for our community.

Your sponsorship will enable us to expand our programming options during this unusual season. Please review the different sponsorship levels on the next page. Every sponsorship level will receive a tax-deductible contribution and the logo on the Center's website and social media. The higher tiers include room rental discounts, recognition at certain events, and ad space in the Village's bi-monthly newsletter. If you or your business can help in any way, we would greatly appreciate the support. Thank you for supporting the Round Lake Beach Cultural & Civic Center. Please do not hesitate to contact us with any questions or comments at 847-201-9032 or at [rlbeachcenter@roundlakebeachil.gov](mailto:rlbeachcenter@roundlakebeachil.gov).

Sincerely,

David Kilbane  
Village Administrator

# Sponsorship Levels

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## Level 1 - Elite Friend of the Center \$500

- Main sponsor recognition on promotions for all concerts, performances, programs, and events
  - 75% off the room rental rate for your company's business or social needs during off peak days. This discount good for 1 rental per year with a minimum of 4 hours. This discount does not apply to Village Holidays
  - Ad space in all 6 of the Village newsletters which are sent every other month to 8,500 residents. Ad space is limited and preference is given to Round Lake Beach businesses
  - Your company logo and link to your website will be promoted on our website, social media pages, email blasts, lobby signage, outdoor electronic sign, and flyers
  - You will receive a tax-free donation acknowledgment letter and a sponsor support sticker
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## Level 2 - Presenting Friend of the Center \$250

- Main sponsor recognition on promotions for a specific concert, performance, program, or event of your choosing, excluding BeachFest
  - 66% off the room rental rate for your company's business or social needs during off peak days. This discount good for 1 rental per year with a minimum of 4 hours. This discount does not apply to Village Holidays
  - Ad space in 3 of the 6 Village newsletters which are sent every other month to 8,500 residents. Ad space is limited and preference is given to Round Lake Beach businesses
  - Your company logo and link to your website will be promoted on our website, social media pages, email blasts, lobby signage, outdoor electronic sign, and flyers
  - You will receive a tax-free donation acknowledgment letter and a sponsor support sticker
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## Level 3 - Premier Friend of the Center \$100

- 33% off the room rental rate for your company's business or social needs during off peak days. This discount good for 1 rental per year with a minimum of 4 hours. This discount does not apply to Village Holidays
  - Ad space in 1 of the 6 Village newsletters which are sent every other month to 8,500 residents. Ad space is limited and preference is given to Round Lake Beach businesses
  - Your company logo and link to your website will be promoted on our website, social media pages, email blasts, lobby signage, outdoor electronic sign, and flyers
  - You will receive a tax-free donation acknowledgment letter and a sponsor support sticker
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## Level 4 - Prime Friend of the Center \$75

- 25% off the room rental rate for your company's business or social needs during off peak days. This discount good for 1 rental per year with a minimum of 4 hours. This discount does not apply to Village Holidays
  - Your company logo and link to your website will be promoted on our website, social media pages, email blasts, lobby signage, outdoor electronic sign, and flyers
  - You will receive a tax-free donation acknowledgment letter and a sponsor support sticker
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## Level 5 - Friend of the Center \$25

- Your company logo and link to your website will be promoted on our website and social media pages.
  - You will receive a tax-free donation acknowledgment letter and a sponsor support sticker
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Monetary donations of any kind are greatly appreciated and will be acknowledged on our Facebook page. Gift cards, certificates, and product donations that can be used during our fundraisers and events will be treated as gifts in kind toward a sponsorship level. If you would like to discuss any of the sponsorship levels and tailor them to your needs we encourage you to contact us at (847) 201-9032 or [rlbeachcenter@roundlakebeachil.gov](mailto:rlbeachcenter@roundlakebeachil.gov).



# Village of Round Lake Beach

## Cultural & Civic Center

### Sponsor Discounted Rates

Phone: 847-201-9032

Fax: 847-201-9039

Email: rlbeachcenter@roundlakebeachil.gov

| <b>MAIN LEVEL</b>              |   | <b>Prime (25%)</b> | <b>Premier (33%)</b> | <b>Presenting (66%)</b> | <b>Elite (75%)</b> |  |                         |
|--------------------------------|---|--------------------|----------------------|-------------------------|--------------------|--|-------------------------|
| <b>Conference Room A&amp;B</b> |   |                    |                      |                         |                    | <b>TIMES</b>   | <b>SECURITY DEPOSIT</b> |
| Monday - Thursday              | 1-40 Guests   | \$31/hr            | \$28/hr              | \$14/hr                 | \$10/hr            | 8AM-11:30PM  | \$50.00                 |
| <b>Gathering Lobby</b>         |   |                    |                      |                         |                    | <b>TIMES</b>   | <b>SECURITY DEPOSIT</b> |
| Monday - Thursday              | 1-100 Guests  | \$60/hr            | \$53/hr              | \$27/hr                 | \$20/hr            | 8AM-11:30PM  | \$200^                  |
|                                | 101-150 Guests  | \$78/hr            | \$70/hr              | \$35/hr                 | \$26/hr            | 8AM-11:30PM  | \$200^                  |
| <b>Banquet Hall</b>            |   |                    |                      |                         |                    | <b>TIMES</b>   | <b>SECURITY DEPOSIT</b> |
| Monday - Thursday              | 1-150 Guests  | \$90/hr            | \$80/hr              | \$40/hr                 | \$30/hr            | 8AM-11:30PM  | \$200^                  |
|                                | Max. capacity for banquet seating is 300 people. Max. capacity for only chairs is 450 |                    |                      |                         |                    |  |                         |
|                                | 151-300 Guests  | \$108/hr           | \$97/hr              | \$49/hr                 | \$36/hr            | 8AM-11:30PM  | \$200^                  |
| <b>Additional Setups</b>       |   |                    |                      |                         |                    | Events requiring multiple setups for one event will incur an additional flat fee |                         |
| Monday - Thursday              |   | \$45               | \$40                 | \$20                    | \$15               |  |                         |

| <b>LOWER LEVEL</b>             |              | <b>Prime (25%)</b> | <b>Premier (33%)</b> | <b>Presenting (66%)</b> | <b>Elite (75%)</b> |              |                         |
|--------------------------------|--------------|--------------------|----------------------|-------------------------|--------------------|--------------|-------------------------|
| <b>Gathering Place</b>         |              |                    |                      |                         |                    | <b>TIMES</b> | <b>SECURITY DEPOSIT</b> |
| Monday - Thursday              | 1-50 Guests  | \$31/hr            | \$28/hr              | \$14/hr                 | \$10/hr            | 8AM-11:30PM  | \$50.00                 |
| <b>Conference Room C&amp;D</b> |              |                    |                      |                         |                    | <b>TIMES</b> | <b>SECURITY DEPOSIT</b> |
| Monday - Thursday              | 1-25 Guests  | \$22/hr            | \$20/hr              | \$10/hr                 | \$7/hr             | 8AM-11:30PM  | \$50.00                 |
|                                | 26-45 Guests | \$31/hr            | \$28/hr              | \$14/hr                 | \$10/hr            | 8AM-11:30PM  | \$50.00                 |
| <b>Black Box Space</b>         |              |                    |                      |                         |                    | <b>TIMES</b> | <b>SECURITY DEPOSIT</b> |
| Monday - Thursday              | 1-100 Guests | \$75/hr            | \$67/hr              | \$34/hr                 | \$25/hr            | 8AM-11:30PM  | \$200^                  |

#### Additional Rentals/Fees

- Dance Floor      \$75
- Projector          \$25
- TV                      \$25
- Portable Speaker      \$25
- Pub Tables      \$5 per table (up to 8 tables)
- Security (RLB Police)      \$50/hr (required for event with alcohol. Fee is from when bar opens to end of event)

#### Notes

- Rentals must clean up thirty (30) minutes prior to contracted out time and exit facility no later than contracted out time.
- Rentals that stay past the contracted out time will result in a fee of the hourly rate plus \$50.00.

^ If the total cost of rental exceeds \$800.00, the security deposit required to reserve the space is 25% of the total cost.





**Sponsor Information:**

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Date: \_\_\_\_\_

Business Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Website: \_\_\_\_\_

Sponsorship Level: \_\_\_\_\_

**Payment Options:**

**Checks can be made to:**

Round Lake Beach Cultural & Civic Center  
C\O Friends of the Center Sponsorship  
2007 Civic Center Way  
Round Lake Beach, IL 60073

**Credit Card:**

Name: \_\_\_\_\_

Credit Card #: \_\_\_\_\_

CVV: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Zip code of billing address: \_\_\_\_\_

Signature: \_\_\_\_\_