Carillon Park Rental Process

Located in the heart of downtown, Carillon Park is the perfect venue for your next gathering.

The park provides a naturally beautiful outdoor setting, highlighted by the majestic 160-foot carillon tower that fills the sky with music. We can support a wide variety of events, ranging from staged performances and community festivals to business functions, weddings, anniversaries, and birthday celebrations.

To make a reservation

Three areas of the park may be reserved for events by completing an application at least 10 days before the event date. The Entrance Plaza and Garden Plaza (see map) are perfect for events such as parties and weddings. The Great Lawn is great for community celebrations or staged events. Depending on your request, the process can take a few days to complete, so contact us at least a week before the event. Event date and location requests will be handled on a first-come, first-served basis. Dates on the calendar cannot be reserved on the calendar without signed agreement and damage deposit. Following the event without incident, the damage deposit will be returned as a check by mail no later than two weeks after the event.

A certificate of insurance (if applicable) will be due no later than 2 weeks before the event date.

Please submit your application, damage deposit, and certificate of insurance (if applicable) by email to info@centraliacarillon.org, by mail to Centralia Carillon, PO Box 1, Centralia, IL 62801, or return to Centralia Recreation Complex, 115 E. 2nd St., Centralia, IL 62801, attention: Nina Buchele.

Rental Pricing

Fees vary by the area you reserve and how long you need it. For non-profit organizations offering free events open to the public, there is no charge.

	4 hrs · all day
Entrance Plaza & Garden Plaza	**$100 · $200**
The Great Plaza	**$250 · $500**
Damage Deposit (Refundable)	**$100**

FREQUENTLY ASKED QUESTIONS

DO WE OFFER ANY DISCOUNTS?
We do! We offer a discount for non-profit and for charitable events. For non-profit and charitable organizations offering free events open to the public, there is no charge.

CAN PARK BE CLOSED TO THE PUBLIC FOR PRIVATE EVENT?
Some, but not all, areas of the park may be closed to host a private event. We will put up reserved signs for the area of the park you rent during the time period of your event, but we will not close off the other sections and we will not close off the splash pad area for private events.

WHAT IS YOUR REFUND POLICY IN CASE I NEED TO CANCEL?
Cancellation notice must be given at least 2 days prior to the scheduled date of the event for a full refund.

CAN I LEAVE MY SET UP OVERNIGHT AND/OR HOST MY EVENT OUTSIDE OF PARK OPERATING HOURS?
Any equipment dropped off early or remaining after an event incurs is at the event organizer risk, Centralia Carillon Park will not be responsible. No, events can only be during park hours.

IS ALCOHOL ALLOWED IN THE PARK?
Alcohol is permitted at events to people of legal age to drink, but is not allowed to be sold and for consumption at the park only.

I SAW SOMETHING ABOUT INSURANCE. WHAT KIND DO I NEED?
If your event is going to have activities to require liability insurance, we will need to see a copy.

DOES THE PARK HAVE PUBLIC RESTROOMS?
No, the park does not have public restrooms, so if you're having a large/long event, you will need to rent portable restrooms.

IS THERE HELP WITH SET-UP AND CLEAN-UP OF EVENT?
No, we maintain a tidy park, so please do your part and help us keep it clean. We have maps available for stage equipment or other equipment needing electricity, so you know where to set up for power.

VENDOR TRUCKS

If your event is large enough to have vendor trucks, you can arrange with the City of Centralia to have the 300 block of East Broadway along the park closed off to allow for vendors to set up on the street.

Park Use Requirements

- Vehicles are not allowed on grass or pathways
- Articles left overnight will be at your own risk
- Park owned equipment shall not be removed from the property
- Decorations cannot be affixed to park structures, trees, or plants by nails, staples or tacks
- No Bicycles, Skates, Skateboarding
- No Fireworks
- Tents, tables and chairs are not allowed in the garden beds.
- Please do your part to help us keep our park system clean and put litter in its place. You need to leave the park the way you found it or forfeit the damage deposit.

Prohibited Activities

- Drugs
- Weapons
- Motorized Vehicles
- Unleashed pets

HOLD HARMLESS AGREEMENT

It is agreed that the person, firm, organization, or corporation, including all those associated with said person, firm, organization, or corporation, using the said park shall indemnify and hold harmless and defend the Centralia Carillon Park and The Centralia Foundation, its officers, agents, servants, and employees from any and all claims of every character of nature resulting from injuries, damage and losses arising out of, connected with, or resulting from the use of said facilities. I have read and fully understand this agreement.

Sign_____Date_____

Serving Alcohol (If Applicable)

Your event planner must clearly identify the boundaries that any renter agrees that in serving alcohol, it will carefully monitor the amounts served so that any patron who is or appears to be intoxicated will not be served. “Brown Bagging” is not permitted on park property and only legal age will be served.

Sign_____ Date_____