



# 2024

## ODC Network

### Rental and Event

### Catalog

For more information and scheduling,  
please contact us  
[rentals@outdoordiscovery.org](mailto:rentals@outdoordiscovery.org)  
616.368.9677



OUTDOOR DISCOVERY CENTER  
4214 56<sup>TH</sup> STREET  
HOLLAND, MI 49423



## DISCOVERY PAVILION

CAPACITY: 124 PERSONS

### WEEKDAY ROOM RENTAL

MONDAY-FRIDAY

4 HOURS \*

8:00AM-5:00PM: \$350

8 HOURS \*

8:00AM-5:00PM: \$650

EVENING (MON-THURS ONLY) \*

5:00PM-9:00PM: \$700

### WEEKEND ROOM RENTAL

FRIDAY EVENING AND SATURDAY

4 HOURS \*

8:00AM-5:00PM: \$400

8 HOURS \*

8:00AM-5:00PM: \$750

EVENING \*

5:00PM-9:00PM: \$850

### ADDITIONAL FEES AND DEPOSIT

\$50/hour for early arrival and/or late departure

50% of rental fee down to reserve

\* INCLUDES SETUP AND TEARDOWN



## PAVILION INCLUDED EQUIPMENT

- 60' x 32' covered seating area
- 32' x 20' climate-controlled room with (2) 6' doors that open to the covered pavilion
- (6) 6' Rectangle Tables (seat 6 each)
- (12) 4' Square Tables (seat 4 each)
- (5) 8' picnic tables (not under pavilion)
- (1) Podium
- (3) Trash cans
- Access to multiple indoor and outdoor 110v plugs
- (110) Parking lot vehicle capacity
- (1) White board on wheels
- (1) 70" LED TV on cart
- (1) Restroom with outdoor only access
- (1) Restroom with indoor only access
- (1) Counter and sink (indoor space only)
- (2) 6' Folding Tables
- LED String Lights, Spotlights and Sconce Lights
- Adjacent to the Eldean Family Nature Play Park
- Drive-up loading area

## ADDITIONAL OPTIONS (Additional fees apply)

- Programs and Experiences that are self-guided or facilitated by ODC Network staff
  - Contact Joy Funk for more information: [joy@outdoordiscovery.org](mailto:joy@outdoordiscovery.org)



AVAILABLE FOR RENTALS SUMMER 2024



## HERB ELDEAN EDUCATION CENTER

CAPACITY: 120 PERSONS

### WEEKDAY ROOM RENTAL

MONDAY-FRIDAY

4 HOURS \*

8:00AM-5:00PM: \$350

8 HOURS \*

8:00AM-5:00PM: \$650

EVENING (MON-THURS ONLY) \*

5:00PM-9:00PM: \$700

### WEEKEND ROOM RENTAL

FRIDAY EVENING AND SATURDAY

4 HOURS \*

8:00AM-5:00PM: \$400

8 HOURS \*

8:00AM-5:00PM: \$750

EVENING \*

5:00PM-9:00PM: \$850

### ADDITIONAL FEES AND DEPOSIT

\$50/hour for early arrival and/or late departure

50% of rental fee down to reserve

\* INCLUDES SETUP AND TEARDOWN

## CONCEPTUAL



## INCLUDED EQUIPMENT

- 50' x 28' event space
- 21' x 28' 3 season space with roll-up doors – includes 32' pocket door system which opens into larger space
- 21'x30' attached deck overlooking a pond
- (15) 6' Round Tables (seat 8 each)
- (120) chairs
- (1) Podium
- (4) Trash cans
- (2) 6' Folding Tables
- Access to multiple indoor and outdoor 110v plugs
- (110) Parking lot vehicle capacity
- (1) White board on wheels
- (2) 70" LED TVs on the wall
- (1) 75" LED TV on cart
- Dedicated indoor access restrooms
- Counter and sink (indoor space only)
- Adjacent to the Eldean Family Nature Play Park
- Michigan wildlife animal exhibit

## ADDITIONAL OPTIONS (Additional fees apply)

- Programs and Experiences that are self-guided or facilitated by ODC Network staff
  - Contact Joy Funk for more information: [joy@outdoordiscovery.org](mailto:joy@outdoordiscovery.org)



DRAGONFLIES LEARNING LAB  
30 152<sup>ND</sup> AVENUE  
HOLLAND, MI 49424



## DRAGONFLIES LEARNING LAB

CAPACITY: 120 PERSONS

### WEEKDAY ROOM RENTAL MONDAY-FRIDAY

4 HOURS \*  
8:00AM-5:00PM: \$350

8 HOURS \*  
8:00AM-5:00PM: \$650

EVENING (MON-THURS ONLY) \*  
5:00PM-9:00PM: \$700

### WEEKEND ROOM RENTAL FRIDAY EVENING AND SATURDAY

4 HOURS \*  
8:00AM-5:00PM: \$400

8 HOURS \*  
8:00AM-5:00PM: \$750

EVENING \*  
5:00PM-9:00PM: \$850

### ADDITIONAL FEES AND DEPOSIT

\$50/hour for early arrival and/or late departure  
50% of rental fee down to reserve

\* INCLUDES SETUP AND TEARDOWN





## LEARNING LAB INCLUDED EQUIPMENT

- 50'x 30' carpeted event space
- (125) event chairs
- (10) 6' Rectangle tables
- (1) podium
- (3) trash cans
- (2) coat racks
- (100) Parking lot vehicle capacity
- (2) Whiteboards on wheels
- (4) 6' Folding Tables
- Drinking fountains with water bottle filler
- (2) 70" LED TV on carts
- (2) Outdoor benches
- Dedicated indoor access restrooms
- 60' patio with (2) picnic tables

## OPTIONAL TABLES AND CHAIRS

- (6) 6' Rectangle event folding tables
- (4) 8' Rectangle event folding tables
- (32) plastic folding chairs



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## Facility Rental Application

**Complete this facility rental application and email or return it to the ODC Network office:**

Date of application \_\_\_\_\_ Date(s) of Event \_\_\_\_\_

Time(s) of Event \_\_\_\_\_ to \_\_\_\_\_ Set-up Time \_\_\_\_\_ Tear-down Time \_\_\_\_\_

Applicant Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Organization name (if applicable) \_\_\_\_\_

Group planned activities (i.e. family picnic, company party, etc) \_\_\_\_\_

Rental Location Requested (circle all of interest):

Discovery Pavilion (Outdoor Discovery Center)    Herb Eldean Education Center (Outdoor Discovery Center)

Dragonflies Learning Lab (Dragonflies Discovery Preschool)

Expected attendance \_\_\_\_\_ Expected group (circle all that apply) *children / adults / families*

Additional requests for the rental (i.e. treat trailer, portable speaker system, podium, etc) \_\_\_\_\_

### RENTAL APPROVAL AND COMPLETION

A representative from the ODC Network will contact you as soon as possible to verify the proposed date is available for a rental. We reserve the right to decline any application that does not coincide with the mission or spirit of the organization. Once approved, a renter should do the following to secure their reservation:

- Send a down payment (50% of rental agreement)
- If required, submit a security deposit and proof of insurance
- Work with ODC Network staff to complete the "ODC Network Facility Rental Agreement"

### CANCELLATIONS AND REFUNDS

See the "ODC Network Rental Policy" document for complete rental information including cancellation and refund policies.