

**SHELTER HOUSE RENTAL CONTRACT (OUT OF TOWN RESIDENT)**

Name \_\_\_\_\_  
Telephone Number \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

Date Paid \_\_\_\_\_  
Deposit \$ \_\_\_\_\_ Rec. # \_\_\_\_\_  
Personnel \_\_\_\_\_

Rental Purpose \_\_\_\_\_

Date Paid \_\_\_\_\_  
Rental \$ \_\_\_\_\_ Rec. # \_\_\_\_\_  
Personnel \_\_\_\_\_

Terms of Contract Are:

\$55.00 Rental (with electricity) and \$40.00 Cash Deposit  
\$35.00 Rental (without electricity) and \$35.00 Cash Deposit

Reservation Time Requested/Reserved:

Shelter(s) Number Reserved: \_\_\_\_\_

Month Day Year  
Time Reserved: \_\_\_\_\_

**A CASH DEPOSIT IS REQUIRED AND WILL BE REFUNDED WHEN AND ONLY WHEN THE FOLLOWING CONDITIONS ARE FULFILLED AND IF NO CONDITIONS ARE VIOLATED.**

Conditions of Contract:

1. The Premises will be inspected after usage for the following:
  - A. **CLEANLINESS**- Trash must be bagged and put in outside trash receptacles; floors must be cleaned of refuse, etc. (Please take care not to scratch or mark floors by dragging or scooting furniture); Damp mop only.
  - B. **BREAKAGE**- Any breakage must be paid for.
  - C. **MALICIOUS ABUSE OR DAMAGE**- Anyone who commits malicious abuse or damage will be held to both civil and criminal penalties available at the time of the execution of the contract.
  - D. **THEFT**- Anyone committing theft will be subject to criminal prosecution.
  - E. **TABLES**- Tables must be cleaned and left as found. Please do not sit or stand on the tables. Note: (Some supplies are onsite; however there may or may not be enough and it may be necessary for you to take additional supplies of your own. (trash bags, toilet paper, paper towels, etc.)
2. The reserved time is not to exceed times reserved as specified above. All reserved times are limited by and must be within park hours of operation of dawn to dusk. Any violation of this contract may warrant refusal for further use.
3. **NO ALCOHOLIC BEVERAGES PERMITTED IN THE RENTAL FACILITY.**
4. The Organization/ Individual agrees to save and hold harmless the Town of Ingalls, Indiana, and the Ingalls Town Council as well as their respective officers, board members, employees, agents, and contractors, from any and all claim for bodily injury or property damage arising out of the organization's/individual's usage of the above facilities and agrees to indemnify the Town of Ingalls, Indiana, and the Ingalls Town Council for any and all costs, attorney's fees, or expense incurred in defending any claim for bodily injury or property damage arising out of the organization's/individual's usage of the above property, including within the context thereof the organization/individual, any member, guest, or invitee or the organization/individual itself upon the subject premises. Approval of this Application may be conditioned upon evidence of liability insurance protecting the Town of Ingalls, Indiana, and the Ingalls Town Council with limits specified by the Ingalls Town Council.
5. The Organization/ Individual agrees that they or their representatives will be present throughout the dates and hours of usage and will be responsible for insuring proper conduct of all members, guests, or invitees of the organization/individual as well as proper care for the facilities rented and for enforcement of regulations of the Indiana State Fire Marshall, and the Ordinances of Madison County and Ingalls, Indiana, including but not limited to provisions regarding No Smoking.

6. The Organization/Individual agrees that no signs, displays, or materials will be attached to, or nailed to floor, walls, curtains, woodwork, grounds, drives, etc. without the expressed approval of the Ingalls Town Council.
7. The Organization/Individual agrees that any vehicles on the subject premises due to the organization's/individual's use of the facilities will only be parked in designated and approved parking areas.
8. The Organization, through its officers and designated representatives and/or the individual, agrees that prompt and full payment for any damage or loss to the subject premises will be made within ten (10) days of notification by the Ingalls Clerk-Treasurer.
9. Individual responsible must present valid proof that they are 18 years of age or older.

I, the undersigned, have read the terms of this contract and agree to abide by all said terms. I further understand that any violation of contract terms may cause the Town of Ingalls, Indiana and/or the Ingalls Town Council to refuse to return the deposit and may result in any applicable civil or criminal penalties at law.

\_\_\_\_\_  
SIGNATURE OF PERSON RESPONSIBLE

\_\_\_\_\_  
DATE

THE TOWN OF INGALLS, INDIANA

Revision 05-22-18

Copy to renter \_\_\_\_\_