



Dune Acres, Indiana

APPLICATION/AGREEMENT FOR CLUBHOUSE RENTAL

This Agreement made between the Dune Acres Resident or Property Owner _____ hereafter (“renter(s)”) and the Town of Dune Acres, Indiana, (“the Town”) for the purpose of rental of the Dune Acres Clubhouse (“the Clubhouse”), subject to the following terms and conditions.

1. Security Deposit and Rental Fee.

- a. For private, non-commercial events with more than 50 guests, the renter(s) agree to pay, at time of application, a security deposit of six hundred dollars (\$600.00) and a rental fee of six hundred forty-two dollars (\$642.00), which is \$600 plus 7% tax. *Due at booking: \$1,242*
- b. For private, non-commercial events with 26-50 guests, the renter(s) agree to pay, at time of application, a security deposit of three hundred dollars (\$300.00) and a rental fee of three hundred twenty one dollars (\$321.00), which is \$300 plus 7% tax. *Due at booking: \$621*
- c. For private, non-commercial events with fewer than 25 guests, the renter(s) agree to pay, at time of application, a reservation fee of fifty three dollars and 50/100 (\$53.50), which is \$50.00 plus 7% tax. Reservations for Fridays and Saturdays in May and June are only accepted 30 days or less in advance, pending availability. Reservation requests should be submitted to the Clerk-Treasurer. *Due at booking: \$53.50*
- d. For private, non-commercial events for which the Resident or Property Owner is serving as ‘sponsor’ (for example a wedding for a niece or nephew, sponsoring or hosting an outside organization), the renter(s) agree to pay, at time of application, a security deposit of one thousand dollars (\$1,000.00) and a rental fee of one thousand seventy dollars (\$1,070.00), which is \$1,000 plus 7% tax. *Due at booking: \$2,070*

2. **Specific Use.**

Resident or Property Owner name: _____

Dune Acres address for Resident or Property Owner: _____

Resident or Property Owners Contact Phone number: _____

Renter(s) name: _____

Renter(s) address: _____

Renter(s) Contact Phone number: _____

Date Requested for Clubhouse use: _____

Hours Requested for Clubhouse use: _____

Purpose for Clubhouse use: _____

Estimated attendance at Clubhouse on date requested: _____

(Maximum allowed accommodation is 150 people)

3. **Damages.** Renter(s) shall be responsible for all damages caused to the Clubhouse during the period of rental. The security deposit(s) shall be applied to any such damages which may occur. In the event that the damages exceed the security deposit(s), the Renter(s) hereby agree to be responsible for said damages and agree to promptly reimburse the Town for any such amount over the security deposits. **Renter(s) have had an opportunity to inspect the property and agree that things are in good working order at time of rental.**

4. **Rules and Conditions.** Renter(s) agree to comply with all conditions set forth on the attached "Dune Acres Clubhouse Instructions for Use." Renter(s) and Sponsor agree that if they do not comply with said rules and conditions, and the Town incurs a cost due to the breach of conditions, it may apply the security deposit(s) to reimbursement of said costs.

5. **Cancellation fee.** In the event that the Renter(s) cancels the rental within 30 days of the event, the renter(s) security deposit shall be forfeited as a liquidated cancellation fee.

6. **Refund of Security Deposits.** The Coordinator or his designee will inspect the Clubhouse after the rental period. Renter(s) shall be refunded the Security Deposit subject to costs incurred by the Town for damages or breach of the rules and conditions or cancellation. Any money due the Town will be taken out of the renter(s).

7. **Approval by the Town Council.** This Agreement is subject to approval by the Dune Acres Town Council, and the agreement is not binding upon the Town until such time that the Council approves the same. The Town Council reserves the right to approve or reject this Agreement.

Clubhouse Coordinator

Date: _____

Printed name of Sponsor

Printed name(s) of Renter(s)

Signature of Sponsor

Signature of Renter(s)

Approval by Town Council

Date: _____

Town Council President

Town Clerk-Treasurer