

TOWN OF AMO  
COMMUNITY BUILDING  
5046 Sycamore Street  
Amo, IN 46103

**BUILDING RENTAL AGREEMENT**

**@ 9-1-2024**

This agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the Town of Amo, Indiana (hereinafter referred to as Lessor) and \_\_\_\_\_, (hereinafter referred to as Lessee) who resides at \_\_\_\_\_.

Town of Amo Resident \_\_\_\_\_ / Town of Amo Non-Resident \_\_\_\_\_

Events Must End No Later Than 11:00 p.m. followed by Cleanup unless by permission of Town Council.

**CLEANUP:**

Remove Food From Refrigerators  
Wipe Down Tables / Put Away Tables and Chairs As They Were  
Sweep/Vacuum/Mop Floors as Necessary Ensuring All Spills Have Been Cleaned Up  
Remove All Trash, Including Restrooms & Take With You  
Town of Amo Dumpster is at the corner of Railroad & Vine Streets  
Beside the Town Storage Building.

**REGULATIONS:**

None of the following is permitted:

American and State of Indiana Flags Are Not To Be Moved  
Alcohol: \$50.00 - \$100.00 Fine For Serving; \$5.00 - \$20.00 For Consuming  
(Town of Amo Ordinances § 32.99 Penalty)  
Smoking / Vaping  
Tape Of Any Kind On Floors Or Walls (Command Strips and low-tack tape are acceptable)  
Nails, Screws, Staples or penetrating items  
Glitter or Foil (non-paper) Confetti / Silly String  
Animals In Building Except For Service Animals Unless Prior Approval  
Roller Skating / Scooters / Skateboards  
Lighted Candles  
Vehicles / Motorcycles In The Building Or On Building Sidewalks  
Live Music – Building is located in residential area and should not create disturbance  
of high noise volume

If the building has an event going on with someone other than yourself, please be respectful and do not interrupt that event by entering the building.

Improper Cleanup (see Cleanup above) will be assessed a Fine of \$15.00 paid directly to the Town of Amo within 10 days of notification of Assessment. Payment should be mailed to Town of Amo, P.O. Box 15, Amo, IN 46103. Person renting is liable for any breakage or other damage caused to the building, furniture, fixtures or exterior premises and will be responsible for cost of replacement or repair.

Any violation of these regulations or failure to make prompt payment of rent or charges will be denied future privilege of using the building. (Town of Amo Ordinances § 32.99 Penalty)

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BUILDING RENTAL RATES:

Amo Residents — \$25.00 / Non-Residents — \$100.00

Payment: Check made payable to the Town of Amo or Cash. Rental Agreement must be signed and a 50% non-refundable deposit made at time of request. Balance due by rental date.

For scheduling the Community Building, please call Kelsey Freeman @ 317.734.6471  
PLEASE NOTE: When calling Kelsey, please call between 9 a.m. and 8 p.m. THANK YOU!

Lessee shall not have the right to assign this contract or any right hereunder, nor to sublet said premises without written consent of the Lessor. Lessee must be at least 21 years of age and must be in attendance at the event.

Any item left over 30 days becomes property of the Lessor and may be disposed of.

Lessee hereby agrees to indemnify the Town of Amo for any and all expenses (including, but not limited to, reasonable attorneys' fees, court costs, litigation costs, bad check fees, and non-reimbursed charges) arising directly or indirectly from Lessee's breach of this Agreement.

I agree with the above provisions and certify that I am a qualified representative of the group listed below.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Lessee: \_\_\_\_\_  
Signature Printed

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Lessor: Town of Amo, Indiana

By: \_\_\_\_\_

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

Date of Rental: \_\_\_\_\_

Purpose of Rental: \_\_\_\_\_

Total Amount Due: \$ \_\_\_\_\_ .00

50% Deposit: \$ \_\_\_\_\_ .00 Collected \_\_\_\_ / Waived \_\_\_\_

Amount Received: \$ \_\_\_\_\_ .00

Check #: \_\_\_\_\_ / Cash: \_\_\_\_\_  
(Made Payable To Town of Amo)

Amount Due: \$ \_\_\_\_\_ .00

Check #: \_\_\_\_\_ / Cash: \_\_\_\_\_  
(Made Payable To Town of Amo)