



Congdon Park Shelter Rental Agreement

400 N Division St.
Bristol, Indiana
574-848-7007 ex. 4

Rental Fees: **Two separate payments** 1.) Rental \$50.00 plus \$3.50 sales tax. (\$53.50) 2.) Security Deposit of \$100.00 will be charged for all rentals. **The shelter is rented on a first come, first served basis.**

Rules and Regulations for Congdon Park Shelter

- The individual entering into this agreement must be 21 (twenty-one) years of age and be prepared to present a valid driver's license as proof.
- Any vehicles left overnight will be considered abandoned and will be impounded by the proper authorities.
- **Bring all trash home with you and leave pavilion cleaner than you found it. If this is not followed, you will forfeit your \$100 security deposit.**
- If a tent is used for the event, an additional fee of \$53.50 fee will be charged (total rental fee of \$107.00), as we need to allow time for utility locations and for the rental company to set up the tent.

If you have any problems or concerns, please call Kristen Ploeger at **(574) 214-9070**.

The renter is given a copy of this agreement.

Bristol Parks Department – Congdon Park Rental
P.O. Box 122
Bristol, IN 46507

I have read the above regulations for the rental of Congdon Park Shelter. The Shelter must be left in the manner received. If the shelter is not found to be acceptable, I will forfeit the security deposit of \$100.00 and will be held responsible for any necessary repairs.

Name: _____

Address: _____

Phone: _____ Date of Rental: ____/____/____

Best way to contact you: Text Call Email _____

Rental Fee Paid with: Cash Check Check # _____

Security Deposit paid with: Cash Check Check # _____

How can we refund your deposit? Shred (check only) Pickup

Signature: _____

For Town Hall

Added to calendar on ____/____/____ by _____

Refund paid: \$ _____ on ____/____/____

Signature _____ Date: _____

Form of payment: Cash Check (shredded check)

Shredded on ____/____/____ by _____