

Town of Dyer Parks & Recreation Department
Plum Creek Center Rental Application

Applicant's Name _____ Group/Organization _____
(if applicable)

Applicant's Date of Birth _____ Primary Email _____

Address _____ City _____ State _____ Zip _____

Primary Phone Number _____ Desired Date of Rentals _____

Start time of rental: _____ Ending time of rental: _____
(Detail the actual time you want to enter the building) (Detail the actual time you'll leave the building)
(This includes your free set up hour) (This should include your free clean up hour)

Number of persons anticipated: _____ (capacity is 100) Reason for rental: _____

Available to rent:	Monday– Thursdays	Please call for availability
	Fridays	5:00pm - 10:00pm
	Saturdays	10:00am - 10:00pm
	Sundays	10:00am - 9:00pm

Alcohol is not permitted at the Plum Creek Center unless the renter receives a permit from the State of Indiana. In this case, only beer and/or wine, no spirits are allowed and must not be in glass containers. The permit application form can be found online at <http://www.in.gov/atc>. Please see the attached document for a summary of the laws and potential permits for allowing alcohol at an event. **A copy of your permit from the State of Indiana Excise Police must be given to the Dyer Parks and Recreation office at least 10 days prior to your rental.**

I understand that I am responsible for my actions and the actions of my guests. Failure to abide by the rules and regulations adopted by the Dyer Park Board or failure to leave the facility in a reasonable condition may result in loss of the \$100 security/clean up deposit as well as further expenses incurred by the Town of Dyer to repair or replace any damage done to the facility by me or my guests. I also understand that Plum Creek Center rental fees are non-refundable.

Date: _____ Signature of Applicant: _____

FOR OFFICE USE ONLY:

	Town of Dyer Resident	Non-Resident
Fees for FRI- SU 4HR:	\$350/4 Hour Minimum	\$450/4 Hour Minimum
Holiday	\$525/4 Hour Minimum	\$675/4 Hour Minimum
Fees for FRI-SU 2 HR:	\$200/2 Hour Minimum	\$250/2 Hour Minimum
Holiday	\$300/2 Hour Minimum	\$375/2 Hour Minimum
Add-an-hour	\$88 per hour	\$113 per hour
Holiday	\$132 per hour	\$170 per hour
Fees for MON- TH:	\$60 per hour/Holiday \$90	\$80 per hour/Holiday \$120
Town of Dyer Based Non-Profit:	\$50 per hour (Mon-Th only)/ Holiday \$75 per hour (Mon-Th only)	
Total fees: _____	(plus sales tax) plus \$100 security/clean up deposit.	

**TOWN OF DYER
ONE TOWN SQUARE
DYER, IN 46311**

HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

NAME: _____
PLEASE PRINT (LESSEE)

DATE: _____
OF RENTAL

TITLE: _____
(IF APPLICABLE (LESSEE))

ENITITY NAME: _____
IF APPLICABLE (LESSEE)

For and in consideration of the rental by the Town of Dyer, Indiana, of Plum Creek Center, located at 2138 Moeller Street, Dyer, Indiana, to _____, Lessee, and other good and valuable consideration, the receipt of which is hereby acknowledged, Lessee agrees to assume liability for, and does hereby agree to indemnify, protect, save, defend (at Lessee's sole expense) and hold Lessor harmless from and against any and all liabilities, obligations, losses, damages, penalties, claims (including, without limitation, claims involving strict or absolute liability) actions, suits, costs, expenses, and disbursements (including, without limitation, legal fees and expenses) of any kind and nature whatsoever ("claims") which may be incurred, imposed on or asserted against Lessor, whether or not Lessor shall also be indemnified as to, or insured with respect to, any such claim by any person or entity in any way relating to or arising out of the lease of Plum Creek Center by Lessee, and this indemnity/hold harmless agreement shall be binding upon the Lessee and the Lessee's heirs, executors, administrators, personal representatives, successors, and assigns.

SIGNATURE: _____ **DATE:** _____
LESSEE

SIGNATURE: _____ **DATE:** _____
LESSOR (Town of Dyer staff – sign and title)

From the Indiana State Excise Police District 1 Office

IC 7.1-5-10-5: It is illegal to barter, give away, exchange, furnish, or sell an alcoholic beverage without a valid permit

IC 7.1-5-8-6: It is illegal to bring alcoholic beverages into a business or place of public entertainment for the purpose of consuming, displaying, selling, furnishing, or giving it away to another person, or for the purpose of having it served to you.

Temporary Beer/Wine Permits

- Anyone over age 21 can apply for permit
- Allows for beer and wine only, no spirits
- Costs \$50 per day (no rain dates allowed)
- Original application, floor plan, and payment needs to be received by our office a minimum of fifteen (15) days prior to the event. Failure to do so will result in denial.
- A licensed bartender is required to serve, pour, and dispense any alcoholic beverages; if you do not have someone available that has a permit you can apply for a Temporary Employee Permit which is \$5 per person per day
- If minors (persons under 21) will be present at event, separation is required around the bar. Minimum separation allowed is stanchions/theater rope. Non-alcoholic beverages will need to be made available at another location for minors to access

Catering Permits/Type 222

- Restaurants/bars that have a three-way permit (beer/wine/liquor) can apply for a Supplemental Catering Permit (Type 222) for \$150 each year
- 222 permits allow for bars/restaurants to cater alcoholic beverages for events off of their licensed premises (e.g. church halls, community centers)
- Each time a location wishes to use their catering permit they must submit a Request to Cater an Event to their local Excise district
- Any events that are open to the public (e.g. community festivals, concerts) local law enforcement agency must be notified
- Requests are supposed to be submitted at least fifteen (15) days in advance; should something come up on short notice please contact your local office prior to sending the request and be prepared to give the reason why it's being sent late

If you would like to search for bars/restaurants in your area that have a valid catering permit you can do so by going to www.in.gov/atc and clicking on "Tobacco Certificate Search" in the upper right of the page. You can do a search by city or county, and specify the permit type as "catering". When the results appear you can click on each one to see which locations are valid (expiration date has not passed).

Indiana State Excise Police District 1 Office
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Bristol, IN 46507
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Fax – 574/264-9348
E-mail – dist1@atc.in.gov