

RENTAL AGREEMENT and USE POLICY

Please make checks payable to: Historic Prophetstown Phone: (765) 567-4700
3549 Prophetstown Trail Fax: (765) 567-4736
P.O. Box 331
Battle Ground, IN 47920-0331

We appreciate your interest in renting our facilities. HP is pleased to host you and we wish you every success in your event. To rent our properties you must comply with all of the terms and conditions of this Rental Agreement and Use Policy.

The Gibson Farm House is a replica of a 1918 Sears and Roebuck Farm House. Our facilities and grounds have many historic, educational and programmatic uses and thus some spaces and certain areas are not generally available.

Daily admission, educational programs, tours, and special rentals each support the primary mission of Historic Prophetstown.

RENTAL FEE SCHEDULE:

DINNERS, RECEPTIONS, WEDDINGS, AND MEETINGS

1. \$250.00/ event at the Gibson Farm House, 6:00pm –12:00am, including parking.
2. \$450.00/ event at the HP Barn, 6:00pm-12:00am, including parking.
3. \$175.00 / event, 8:30am – 5:00 pm in the Gibson Farm House Conference Room, including parking.
4. \$90/ event for a half day in the Gibson Farm House Conference Room, including parking.
5. \$150/event for a half day in the Gibson Farm House on the 1920s floor.
6. \$250.00 for use of grounds, including parking.
7. \$300.00 refundable security damage deposit due at the time of booking (to be returned within 30 days after the event)
8. 25% of the security damage deposit is not refundable after booking as a cancellation fee.
9. \$20 per hour for one mandatory Historic Prophetstown staff person after 5:00 pm Monday through Friday and Saturday and Sunday.
10. An additional charge of \$20.00 per hour may be added for clean up if in the sole opinion of the Chief Operating Officer of Historic Prophetstown if the facilities are not properly cleaned by the Renter(s). Any such charges will be detailed in writing and will accompany the return of the security damage deposit described above

Trolley Rides, educational programs, and meal programs are available with the rental at additional cost.

The terms and conditions of the entire Rental Agreement and Use Policy are incorporated herein by reference.

I hereby accept this entire Rental Agreement and Use Policy for the following date(s) and time(s):

Type of Event	Site(s)
Date(s)	
Time(s)	

Renter

Accepted

Signature	Date	
Printed Name		
Street Address		
City	State	Zip
Telephone		

Dris Abraham, Chief Operating Officer	Date
Historic Prophetstown	

The HP Chief Operating Officer must approve special exceptions to this policy no less than 7 days prior to the event.