

INDIANOLA ACTIVITY CENTER RENTAL INFORMATION

2204 W 2nd Avenue, Indianola, Iowa 50125

(515) 961-9420

The Indianola Activity Center serves as The Indianola Area Senior Center on Monday - Friday from 8am - 5pm and is used for city sponsored classes and programs on weekday evenings. The Indianola Parks & Recreation Commission is pleased to make the Activity Center available for private use when it is not being used for city programming. The building is ADA accessible.

Buxton Multi-Purpose Room (Capacity: 200 theater style, 180 at tables)

Rental Fee Includes

36 - 5' diameter round tables
15 - 6' long rectangle tables
Folding chairs
Lectern with public address system
Full kitchen with stove, refrigerator,
microwave, dishwasher, and
coffee pot.

Daily Rentals

Saturdays, Sundays, &
City-Observed Holidays

Available Hours:

8:00 a.m.-12:00 midnight

Advance Reservations:

up to one (1) year

Rental Fee

\$300 no alcohol

\$500 with alcohol

Week Day Hourly Rentals

Available Hours: Mon – Thurs

11:00 a.m. – 5:30 p.m.

Advance Reservations:

up to three (3) months

Rental Fee: \$30/hour

Special Note: Senior Center
activities will take priority over
public use during these hours.

Rental Deposit: \$200 without alcohol or \$400 if alcohol will be present (beer, wine or champagne only).

The rental deposit is non-refundable if the reservation is cancelled. All or part of the rental deposit may be used to pay for any damages caused during the rental. The amount of the rental deposit in no way limits the monetary amount of damages for which the renter may be responsible.

Arts & Crafts Room OR Shull Conference Room (Capacity 12)

Saturdays, Sundays, & Holidays

Available Hours:

8:00 a.m.- 9:00 p.m.

Advance Reservations:

up to one (1) year

Rental Fee: \$10/hour (2 hour minimum)

Week Days

Available Hours: 11:00 a.m. – 9:00 p.m.

Advance Reservations: up to three (3) months

Rental Fee: \$10/hour (2 hour minimum)

Special Note: Senior Center activities will take priority
over public use during these hours

Arts & Crafts Room features folding tables & chairs, tile floor and sink.

Conference Room has padded chairs, a sectional conference table and a white board.

Rental Deposit: \$50 without alcohol or \$100 if alcohol will be present (beer, wine or champagne only).

The rental deposit is non-refundable if the reservation is cancelled. All or part of the rental deposit may be used to pay for any damages caused during the rental. The amount of the rental deposit in no way limits the monetary amount of damages for which the renter may be responsible.

Deposit Returns: Deposits paid by credit or debit card will be credited back to the customer's original debit or credit card account. When deposits were paid by check or cash, return will be made via city-issued check, which can take 2-3 weeks to process.

Payment Due: All rental deposits and fees are due at the time the reservation is made.

Forms of Payment: American Express, Discover, MasterCard, Visa, check, or cash.

Cancellation Policy: If a reservation is cancelled, the rental fee will be returned. The deposit is non-refundable.