

## Rental Information

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[Facility Rental Application & Agreement](#)

[Rules & Regs](#)

[Pictures of Johnson Center](#)

[Pictures of City Auditorium](#)

The City of Alma welcomes you to our facilities. Our staff would be happy to assist you in choosing a location for your event.

### Facilities (Johnson Center and City Auditorium)

Our facilities are most commonly used for:

- Reunions
- Graduation Parties
- Birthday Parties
- Wedding Receptions
- Place for Meetings or Training

### Reservations

**All reservations are taken at Alma City Hall in person from 8 am to 4 pm Monday, Wednesday, and Friday and 8 am to 3 pm on Tuesday and Thursday.**

- You may check the availability by going to google calendars [click here](#)
- [Rental application](#) submission options: 1) completed on-line and emailed to the City Clerk @ [cityclk@almacity.com](mailto:cityclk@almacity.com), 2) [application](#) printed and mailed to PO Box 468, Alma, NE 68920, 3) dropped off at the City Office in the night drop or 4) stop by the City Hall to complete an application.
- Reservations are on a first-come, first-serve basis.

### Description

- Each of our facilities have large event room, bathrooms, kitchen, they are both handicap accessible and are located on Main Street, downtown Alma.
- The Johnson Center's main room measures 42' x 70'. The Johnson Center is equipped with wifi
- The Auditorium's outside measurements are 110 x 60. It has a stage. No open flame devices are allowed. The auditorium is listed on the Nebraska State Historical Society and the National Register of Historic Places as a historical site.
- Alcohol service requires a State of Nebraska Special Designated Liquor License. This license is required by state law.

### Fees

- The rental fee is required at the time of booking.  
Johnson Center - \$75 a day for non-profit                      \$100 a day for-profit business  
City Auditorium - \$300 a day
- A security deposit of \$100 is required at the time the reservations is made.

### **SPECIALS**

**Cancellation Policy** - If you need to cancel a reservation, a written notification 60 days in advance of the reservation is required to receive a full refund. **Cancellation after 60 days there in no refund.**

**If you have rented a facility from the City of Alma, we would like to hear from you!** Please let us know how your experience was and how it could be better? Email the city clerk at [cityclk@almacity.com](mailto:cityclk@almacity.com). Thank you!

Contact  
City Clerk  
[Email](#)

614 Main St  
PO Box 468  
Alma, NE 68920

Ph. (308) 928-2242  
Fx. (308) 928-2683

Hours  
M-W-F 8:00 am – 4:00 pm  
T-T 8:00 am – 3:00 pm