

RENTAL CONTRACT - TERMS & CONDITIONS

PARTY RENTALS
780 West Main street
Watertown, New York 13601
(315)788-5097
info@partyrentalsplus.com

RESERVING EQUIPMENT:

Equipment will be reserved upon receipt of a signed contract and a deposit of 25% of total charges, this deposit is non refundable. Client must provide PARTY RENTALS, with final count 14 days prior to event.

WEDDING CANCELLATION POLICY:

We know sometimes a Bride or Groom must cancel or postpone a wedding:

- *The 25% deposit taken at booking is fully refundable if cancelled 90 days prior to wedding
- *If cancelled 90 to 30 days prior to the wedding the deposit may be used as store credit toward any rental within 3 years of original date
- *Within 30 days the 25% deposit put down at reservation will be forfeited

CREDIT CARD REQUIREMENTS:

A valid credit card is required to open an account, all information must be included and signature filled out at location on bottom of this rental contract. Charges billed to the credit card will consist of missing or damaged items or charges left unpaid after 10 days of event. A detailed invoice of those charges and copy of receipt will be mailed to you after the event. Client hereby authorizes PARTY RENTALS to charge this credit card.

MISSING OR DAMAGED ITEMS:

Items not returned within 5 days after event are considered missing. Missing or damaged items will be charged to the credit card at replacement cost. A detailed invoice of these items will be provided to client.

FINAL PAYMENT:

Final payment of Tents is due 14 days prior to event. The final payment is due prior to delivery. A \$25.00 service fee will be added to your account each time the order is changed within 48 hours of your scheduled delivery. However, you may add items if available, anytime before the truck is loaded and this fee will not be charged.

SITE PREPARATION:

Please be sure your site is ready, (lawns mowed, furniture moved, vehicles moved, etc.) before the crew is scheduled to arrive. If the site is not ready or accessible when the crew arrives, the client will incur an additional fee and/ or equipment may not be delivered. Client agrees to inform PARTY RENTALS in writing or fax to main office at least 7 days prior to event, of the existence and location of any underground utilities (i.e. phone lines, cable lines, sprinkler systems, water lines, gas lines, electric lines, septic system, etc.), or conditions that may interfere with the ability to stake and/or anchor equipment. Client will assume responsibility for all damages to underground utilities in absence of notice or incorrect location of utilities, PARTY RENTALS WILL NOT BE LIABLE FOR ANY DAMAGES OR INJURY AT EVENT.

DELIVERY & SET UP:

PARTY RENTALS will strive to accommodate client delivery request; however, delays and

changes in the schedule are sometimes unavoidable. We try to communicate any scheduling changes as they occur. All items will be delivered and picked up at a designated location. The client must be available to count all items upon delivery and pickup; otherwise, PARTY RENTALS counts will be considered accurate.

CLEAN UP & PREPARATION FOR PICKUP:

All floral arrangement, trash, and decorations of any kind should be removed from tent or other rental equipment before scheduled pickup time. There will be an additional charge for any items that have to be removed. All chairs and tables should be stacked in designated location as delivered. All dishes, glassware, flatware, and any other catering item, should be returned to proper rack or container dry and rinsed and assembled at designated location for pickup. Any catering item that is returned dirty (not rinsed) will incur an additional fee of .15 per item. Linens should be food and particle free and shaken out before being placed in laundry bags. Linens that are returned with burns, wax, holes, tears, permanently stained, wet or damp with mildew, or otherwise unusable will be billed at replacement cost. Be sure to notify your caterer of these conditions.

WEATHER:

Tents are temporary structures designed to handle most normal weather conditions; however, there may be situations that become unsafe such as high winds or lightning. Evacuation of tents is recommended in these or other unsafe conditions.

SUMMARY:

RESPONSIBILITY OF THE EQUIPMENT REMAINS WITH THE CLIENT FROM THE TIME OF DELIVERY TO THE TIME OF PICKUP. Please be sure all equipment is secured when not in use and protected from weather. All collection fees, attorney fees, court costs, or any expense involved in the collections of rental charges will be the client's responsibility. Be sure all equipment is returned according to these TERMS & CONDITIONS. The client is solely responsible for any additional charges incurred as a result of failure to meet these conditions.

I HAVE READ AND AGREE TO THE ABOVE TERMS & CONDITIONS AND ACKNOWLEDGE RECEIPT. THIS CONTRACT IS VALID FOR ALL RENTALS PURCHASED BY THIS CLIENT, AND SUPERSEDES ALL PRIOR CONTRACTS.

CREDIT CARD INFORMATION:

MC/VISA ACCOUNT # _____ EXP. _____

SECURITY CODE _____

(Must be included to reserve equipment even with the 25% cash or check deposit, for damage purposes)

DATE OF EVENT _____

LOCATION OF FUNCTION _____

CLIENT NAME _____

ADDRESS _____

PHONE _____ CELL _____

EMAIL _____

CLIENT SIGNATURE: _____ DATE _____