



www.partyprorents.com

## Tent Rental Contract

### Method of Payment

Party Pro Rents requires a credit card to be placed on file at the time of Reservation. A 50% non – refundable deposit is required to Reserve product with Party Pro Rents.

Party Pro Rents accepts check, all major credit cards and cash.

Your total may change with additions to or deletions of your order.

### After Hours Pick up Fee

Should your event require a pick up or delivery, before or after our normal business hours (Monday-Thursday 8:00am-5:00pm, Friday 8:00am-4:00pm, and Saturday 8:00am-12:00pm) additional rates will apply.

### Delivery, Acceptance and Return of Equipment

Party Pro Rents will install tents within our work schedule in consideration of your event start time. Party Pro Rents will provide a tentative delivery time the week prior to and/or the week of your event and the schedule adjustments may be made at the discretion of Party Pro Rents management team. Tents will not be set up or taken down in adverse weather conditions i.e. heavy rain, hail, lightening, snow, high winds etc. Party Pro Rents reserves the right to determine if weather conditions are conducive for set up and removal. In some circumstances, tent set-up may be postponed due to incoming weather that poses a severe risk to the product.

Property of tent installation must be prepared prior to the arrival of Party Pro Rents; including lawn preparation, tree trimming, pets, animal feces removal and road clearance to the construction site.

Client shall inspect the equipment upon completion of setup. Unless within the same time client notifies Party Pro Rents in writing stating details of any alleged defect the client shall be conclusively deemed to have accepted the equipment in its received condition. Client agrees to return the equipment in good condition and without damage and to pay for all equipment loss, damaged or stolen equipment based on the equipment value at time of loss.

The Client, or authorized representative of the client, must be present to authorize placement of the tent. Tents are to be placed one time only. If tents are asked to be moved, it is at the discretion of Party Pro Rents to move the tent. If tent is to be moved, additional labor charges will be assessed equal to 100% of the contracted Tent Rental/Installation price agreement. Tents will not be setup or removed in adverse weather conditions nor will they be placed within 20 feet of underground or above ground power lines.

Some tents (i.e. structure tents, large frame or pole tents 40' wide or greater) may require heavy equipment (i.e. semi-trailers, forklifts) to construct. Please note that when flooring and tents are installed, it is considered a construction site and on some occasions heavy equipment is used (i.e. forklifts). All damage, including but not limited to dirt, grass, sod, grounds, and plant life due to rental equipment, heavy equipment, and/or labor for the requirement of setup and teardown is not the responsibility of Party Pro Rents. If the client wishes to protect grounds from damage due to construction, then preventive measures must be taken by client prior to setup and be disclosed to Party Pro Rents.

### Rental Removals/ Pick-ups

Party Pro Rents agrees to remove or pick up all rental items in a timely manner. Tents will not be set up or taken down in adverse weather conditions i.e. heavy rain, hail, lightening, snow, high winds etc. Party Pro Rents reserves the right to determine if weather conditions are conducive for set up and removal. Party Pro Rents reserves the right to remove/ pick up any rental items before the contracted removal date, but not before the conclusion of your event.

### Tent Permits

~~Client is responsible for securing the proper tent permits for the site. Party Pro Rents will supply client all fire retardant certificates and tent specifications required to obtain the proper permit(s). Once tent permit is obtained a copy must be presented to Party Pro Rents to keep on file. Party Pro Rents will secure your tent permit for this event.~~

**Tent Flooring**

If tent flooring is desired for your event it must be installed by Party Pro Rents. There is an additional set up/ labor fee for long distance manual hauling of flooring on event site (see cartage). Flooring will not be installed or removed in adverse weather conditions i.e. heavy rain, hail, lightening, snow, high winds etc. Party Pro Rents reserves the right to determine if weather conditions are conducive to set up and removal. Party Pro Rents is not responsible for damage done to grass or lawn area or underground utility / sprinkler lines under flooring. Any replacement grass, sod, or seed is the client's responsibility. Please note that when flooring and tents are installed, it is considered a construction site and on some occasions heavy equipment is used (i.e. forklifts). All damage, including but not limited to dirt, grass, sod, grounds, and plant life due to rental equipment, heavy equipment, and/or labor for the requirement of setup and teardown is not the responsibility of Party Pro Rents. If the client wishes to protect grounds from damage due to construction, then preventive measures must be taken by client prior to setup and be disclosed to Party Pro Rents.

**Equipment Under Tent**

It is policy of Party Pro Rents that items included but not limited to tables, chairs, linens, flatware, dishes, décor, pipe and drape, and staging for under the tent may only be provided by Party Pro Rents. Other paid vendors solicited or non-solicited providing same products Party Pro Rents offers requires approval from Party Pro Rents to be placed under tent. The purpose is to not displace revenue Party Pro Rents would be entitled to under owned property.

**Tent Structure**

Party Pro Rents is providing a sound structure, frame, or pole tension tent system. Absolutely under no circumstances should the structure or fabric of the tent be compromised by drilling holes, hanging heavy items in excess of 50 pounds from structure, tearing or cutting of fabric, loosening of tent ratchets/ tie-downs, moving the tent without prior written consent from Party Pro Rents. Please refer to Risk of Loss section below.

**Risk of Loss**

Client assumes all risk and liability for the use and operation of the tent and for personal injuries and property damage arising therefrom including any loss or damage to the tent or to premises tent is located due to theft or vandalism. Damage to the tent shall be based on the replacement value of the equipment at time of loss. Risk of loss does not include Act of God; heavy rain, hail, lightening, snow, high winds, tornado, etc...

Client is responsible for marking grounds in preparation for 18" – 60" stakes to secure tents. This includes marking all underground lines: telephone, water, sewer, gas, cable, electrical etc. You may call OKIE Dig at (800) 522-OKIE (6543). Client is responsible for trimming of all trees that may cause damage to the tents *prior to the construction date*. Party Pro Rents will not be held liable to damage to underground cables, pipes or conduits unless client provides Party Pro Rents prior to the installation of equipment, a written plan accurately showing the location of all underground items. **Please Initial** \_\_\_\_\_

**Cartage**

Cartage fee is applied when making deliveries above ground level, below ground level and more than 50 feet from delivery truck. Cartage fees are determined by each order and may change by product being carted. Cartage fees is normally 15% of the contracted agreement, however may be changed based on conditions of land and distance.

**Cancellation**

Cancellation must be in writing. Cancelling an event after a contract has been signed is subject to a cancellation fee of 50% of the contracted rental price, 75% if event is canceled within 30-15 days and 100% of the contracted agreement price is due if cancelled within 14 days to the contracted event date.

**Conclusion**

By signing this contract, you agree to all above terms and conditions of this agreement and no variation or modification of the agreement shall be valid unless in writing and signed by client or representative of client.

Contract #: \_\_\_\_\_

Party Pro Rents Representative: \_\_\_\_\_

Date: \_\_\_\_\_

Authorized Client Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_