

# RENTAL TERMS AND CONDITIONS

Party Renter's Name:

Party Renter's Phone Number:

Party Renter's Email:

## Rental Terms and Conditions

1. Customer acknowledges that they or their representatives will have the opportunity to personally inspect the equipment and finds it suitable for their needs, in good condition, and understands its proper use. Customer further acknowledges their responsibility to inspect the equipment prior to its use upon customer pickup or upon delivery arrival and their responsibility to notify [YOUR NAME] of any defects.
2. If equipment becomes unsafe or in disrepair as a result of normal use, the customer agrees to discontinue use and notify [YOUR NAME] who will replace the equipment with similar equipment in good working order, if available. [YOUR NAME] is not responsible for any incidental or consequential damages caused by delivery delays or any forms of service interruption.
3. **RENTAL TERM:** Customer agrees to return the rented goods during [YOUR NAME] regular hours upon termination of the rental period. If not returned in a timely manner, customer shall pay an additional charge equal to the daily rate for each day, or part thereof, that the goods are retained beyond the original rental period. The customer's right to possession terminates on the expiration of the rental period and retention of possession after this time constitutes a material breach of this contract and will generate additional charges. Any extension must be mutually agreed upon at least 1 full day prior to the return date.
4. **REPLACEMENT CHARGES:** Customer agrees to pay for any damage or loss of the goods, as an insurer, regardless of cause, except reasonable wear and tear, while the goods are out of possession of [YOUR NAME].
5. **DEPOSIT AND CANCELLATION CHARGES:** All orders must be confirmed no later than 3 days prior to the delivery date. An event is not considered confirmed until we have received a signed contract, a signed rental terms and conditions form, and a completed credit card authorization form. A deposit of 50% of the total balance will also be required for all orders. A credit card number must be kept on file for all orders. Deposit can be made by **Check, Cash or Credit Card**. A 3% transaction fee will be applied for all credit card transactions. Should the event be canceled or postponed, the 50% deposit is refundable if the event is canceled at least 10 days prior to the event date, unless otherwise stated in a written agreement. If client fails to cancel their event and rentals are delivered, the Client will be required to pay the full rental rate with no discounts given. An event is considered "complete" and no refund will be given if client does not give written notice of cancellation at least 10 days.
6. **PAYMENT:** Full payment on all rentals will be ran on delivery date, unless otherwise stated in a written agreement prior to the rental. Any additional incurred charges are due at the conclusion of your event. Final payment must be made with cash, check or credit card. A credit card authorization form is required for all orders. [YOUR NAME] does not extend credit for events. A 3% transaction fee will be applied for all credit card transactions. If payment is not made within the agreed term, [YOUR NAME] will charge the full balance to the credit card on file.

7. RETURNED CHECKS: A returned check fee of \$30.00 plus any additional fees will be applied to any and all checks returned from a client.

I have read, understand, and agree to all terms and conditions described above.

Client's Signature \_\_\_\_\_ Contract Number \_\_\_\_\_

Date \_\_\_\_\_ CREDIT CARD AUTHORIZATION FORM

American Express

Mastercard

Visa

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Security Code: \_\_\_\_\_

Card Holders Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Card Holders Phone Number: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

Charge Authorized Amount: \$ \_\_\_\_\_

Card Holder Signature: \_\_\_\_\_

Card Holder Name (Print): \_\_\_\_\_

I, \_\_\_\_\_, hereby authorize [YOUR NAME], to charge \$ \_\_\_\_\_ to my Credit Card in consideration for products as requested by me.

Today's Date: \_\_\_\_\_

Invoice(s) Number(s): \_\_\_\_\_

Notice: A 3% transaction fee will be applied to all credit card transactions. If a check is not received upon delivery the card will be charged with the transaction fee unless other arrangements have been made.