



Equipment Rental Agreement

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MAKING A RESERVATION

To confirm a reservation we require a 50% reservation deposit, and a signed equipment rental agreement. The reservation deposit is applied towards your final balance which is due three business days before the event. Your order will not be considered 'reserved' until a deposit and signed agreement are received.

SECURITY DEPOSIT

A security deposit is due on all agreements at the rate of 15% of the total agreement amount and is due three business days prior to the event, along with the balance of the total agreement amount. This security deposit is refundable once all equipment is inspected and confirmed that there are no damages. The amount will be refunded using the same method of payment no later than one day after the event. A total of the rental rate times 3 will be retained from the security deposit for damaged items. A total of the rental rate times 5 will be retained from the security deposit for missing or destroyed items. E.g if a table is missing, 5X15=\$75 will be retained from the security deposit. If the security deposit is not sufficient to cover all costs, you agree to provide full payment. If the security deposit is waived, the renter assumes all responsibility and agrees to pay for all damages as outlined above.

CANCELLATION

Any items cancelled after the reservation deposit is paid will result in a cancellation fee as these items will be made unavailable to other clients at the time of booking. Cancellations within one (1) month of the event date will be charged 25% of the reservation deposit, cancellations within two (2) weeks of the event date will be charged 50% of the reservation deposit.

PICKING-UP & DELIVERY OF YOUR RENTAL

For events from 6:00am to 11:00am pickup/delivery between 6:00pm and 8:00pm the night before. For events from 11:01am to 12:00am pickup/delivery five (5) hours prior to event time specified above. Either you or someone else can pick up your order. If another person will be picking up, specify their name here _____; they will also need to know what name your order is booked under. You are responsible for any and all damage that may occur during transportation to and from your event site. Order amounts must be at least \$300.00 for Rent-an-Event to deliver to your event site at a flat rate of \$50.00 on Providenciales. A quote will be provided for deliveries to other islands. Setup fees are optional and will depend on the nature of the setup; this amount will be added to the quote/agreement.

RETURNING YOUR RENTAL EQUIPMENT

For all outdoor events, Rent-an-Event must pickup equipment no later than 12:00am (midnight). Additional fees will apply if a later time is required or equipment is not ready for pickup. For indoor events, equipment must be returned by 8:00pm for events occurring between 6:00am and 11:00am and by 9:00am the next day for events occurring after 11:00am. On return, linens must be dry to prevent mildew and free of any wax, food or confetti. Do not place damp linens in plastic bags. We ask that you scrape or rinse the plates and cutlery free of any food and empty the glasses of any liquids.

RISK OF LOSS OR DAMAGE

You assume all risk of loss or damage to the equipment from any cause and agrees to return it to Rent-an-Event in the condition received, with the exception of normal wear and tear. Rent-an-Event will determine normal wear and tear. All determinations made by Rent-an-Event are final. If the equipment is not returned to Rent-an-Event for any reason, you shall pay to Rent-an-Event 5 times the rental rate per item.

CARE AND OPERATION OF EQUIPMENT

The equipment may only be used and operated in a careful and proper manner and at the location set forth herein.

INDEMNIFICATION & ASSIGNMENT

You shall indemnify and defend Rent-an-Event (Us) against, and hold Us harmless for, any and all claims, actions, damages, liabilities, losses and costs (including but not limited to reasonable attorneys fees) made against Us, or suffered or incurred by Us, arising directly or indirectly out of, or otherwise relating to, the delivery, installation, possession, ownership, use, loss of use, defect in or malfunction of the Equipment. This obligation shall survive the termination of this Lease.

You shall not assign or sublet any interest in this Rental or the equipment or permit the equipment to be used by anyone other than yourself or your employees, without Rent-an-Event's prior written consent. Rent-an-Event may use photos of products at your event for advertising purposes.

I hereby confirm that I have read and understood the entire Equipment Rental Agreement and that I agree to all the terms and conditions as provided for in the Agreement. I further confirm that all the information provided by me is true and correct and that I am authorized to sign this agreement.

Print Name
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Signature
"Helping you make memorable moments"

Date