



7501 Galilee Road • Roseville, CA 95678 • P: (916)773-2133 • F: (916)773-4112 • www.celebrationspartyrentals.com

Reserving Equipment: Quotes or proposals do not guarantee availability of rental equipment. Orders over \$100.00 require a 25% deposit and a valid credit card to reserve equipment items. All tent reservations require a 50% nonrefundable deposit due at the time of reservation. All items cancelled with less than 72 hours notice are subject to a 50% re-stocking fee.

Damage Waiver: For security against damaged items, Celebrations! automatically includes a nonrefundable damage waiver of 8% on all orders. Damage viewed as excessive damage by Celebrations! staff will result in additional charges (the cost of repair or the full replacement cost of rental items) due immediately. Rental equipment not returned when due will be charged at its full replacement cost. Client is responsible for equipment from the time of receipt until the time of return. It is the client's responsibility to secure equipment when not in use and to protect equipment from weather at all times.

Payment: Client must provide Celebrations! with a final head count no later than 72 hours prior to delivery. Full payment is due 48 hours prior to delivery. The credit card used to reserve equipment items will be used for the final payment unless alternative payment is arranged the week prior to the event. Orders will not be scheduled for delivery until FULL payment is received. In the event of a returned check, Celebrations! has the authority to charge the credit card on file for the amount of the check plus a \$30.00 returned check fee.

Changes / Cancellations: All changes to orders or cancellations must be made 72 hours prior to delivery or will-call date. Any changes made after an order has been loaded onto a delivery truck are subject to a 50% restocking fee. Any orders cancelled after items have been loaded or delivered are subject to a 100% cancellation fee. All items sent back unused or unopened will still be charged at the full rental rate. Cancelled special order items are subject to a 100% cancellation fee.

Site Preparation: Please be sure your site is ready (i.e. lawns mowed, ground leveled, etc.) prior to Celebrations! delivery crew arriving. Client will inform Celebrations! of the existence of any underground utilities or conditions that may interfere with the ability to stake and / or anchor equipment. Client assumes all responsibility for all damage to underground equipment in absence of such notice.

Delivery / Pick-Up Policy: Celebrations! standard delivery and pick-up policy shall be at our convenience. This service consists of delivering your rental equipment to a nearby ground level site, outside the rear of our truck. Celebrations! does not deliver inside client's homes. Any deliveries involving stairs, elevators, or paths with large obstacles that could prevent easy access to the drop-off locations, or excessive distances from our truck will be billed at the rate of \$30.00 an hour per man, at the discretion of the delivery driver. Deliveries with excessive distances or deliveries with set-up can be arranged, but need to be scheduled in advance — not at the time of delivery. Upon pick-up, all items must be stacked / bagged in the same manner and location that they were delivered; china, flatware, etc. needs to be scraped (not rinsed) and stacked in the same containers in which they were delivered. There is an additional charge for set-up and teardown. It is the client's responsibility to verify the order once it is delivered and to contact us immediately, not after the event, regarding any discrepancies.

Will-Call Policy: It is the client's responsibility to verify your order upon leaving Celebrations! The client assumes responsibility for rental equipment once the order has been loaded and verified by your signature. Will-Call orders require payment at the time of pick-up. No orders will be released until final payment and signed policies are received. Celebrations! will assist you in loading and unloading your vehicle, however we will not take responsibility for damage to your vehicle.

Linen Policy: Linens are delicate and vulnerable to customer mistreatment. Please DO NOT LAUNDRER LINENS after use. All linens need to be returned in laundry bags, dry and free of debris. DO NOT ROLL UP OR PLACE WET LINENS IN ANY OTHER BAG — MILDEW WILL RESULT.

Emergency Services: In the event of a party rental emergency (i.e. correct items were not delivered, items were delivered damaged, items are not working properly, problems with a tent, etc.) Celebrations! does provide 24-hour assistance. Please call our office at (916) 773-2133 for the recorded message with the phone number of the on-call driver for that day.

Be sure all equipment is returned according to these Terms and Conditions. The client is solely responsible for any additional charges incurred as a result of failure to meet these conditions. All collection fees, attorney fees, court costs, or any expense involved in the collection of rental charges will be the client's responsibility. PLEASE SIGN AND FAX/MAIL BACK THESE TERMS AND CONDITIONS UPON RECEIPT.

I have read and agree to the above TERMS AND CONDITIONS.

Customer Signature: _____ Printed Name: _____

Invoice #: _____ Event Date: _____