



## THIS IS A CONTRACT SUPPLEMENT COVERING DELIVERED PARTY ORDERS

We want your rental experience to be as enjoyable as your special event!  
Please follow these guidelines to avoid problems or extra charges.

Our standard delivery price is based on tail-gate delivery and pickup. You agree to let us drive on your lawn, and hold us harmless for any surface or sub-surface property damage. If we can not easily and safely drive to the location or do not have permission to do so, there will be an additional charge of \$65 per man hour for labor to carry rental goods.

Delivery locations should be prearranged. For deliveries that include installed or setup items please have layout predetermined and plan to be on-site for setup and any last minute decisions. **Items that include installation/set up in their price are frame & pole tents, tent lighting, dance floor, and staging. All other items will be stacked in the agreed upon area unless otherwise specifically noted on contract. On site labor for setup and take down of items may be available on request at an additional cost with advance notice.** If you are not present, Expert Rental will not be held responsible for any decisions made in your absence. Any changes made after delivery / installation will be accommodated if scheduling time allows at additional cost. You agree to pay for changes made to the order after delivery or installation.

Weekend events will normally be delivered on Wednesday, Thursday or Friday, and generally picked up on Monday or Tuesday, based on our routing schedule. Please make sure your area is ready for a potential 8:00am Wednesday delivery. Dates listed on the estimate for delivery and pickup are approximate - we will contact you early in the week to let you know the delivery and pickup date and approximate times. We can try to accommodate special requests for specific delivery or pickup times but this will be charged at red label rates, and minimum of 2 week advance notice is required.

**All orders must be delivered to and picked up from a permanent covered location or an Expert Rental installed tent. Examples of a permanent covered location are a garage, barn, shed, or pavilion. We cannot deliver or pickup items to the inside of a residence or to a tent erected by another agent/contractor.**

Please count all items carefully on delivery. You agree to pay replacement cost for any shortages, cleaning or damage of rental goods. A security deposit is held on your order to cover minor shortages or unanticipated labor. This may not cover your full liability in the case of excessive damage or unanticipated labor, abuse, misuse or negligence. Many rental items include directions for their proper & safe use - please read them carefully.

**All rental goods must be left in the same location and manner (ie: bagged, restacked, etc.) as dropped off for our pick up crew. Please do not stack items on the outer edge of tenting or structure, or outside the tent where they might be exposed to weather. It is your responsibility to keep all items dry and safe.**

**ALL ITEMS MUST BE READY FOR PICK UP AS SCHEDULED TO AVOID LABOR CHARGES OF \$65 PER HOUR. Pick-ups begin at 8:00 AM Monday unless otherwise arranged. All Clean up must be done by this time.**

### **THE FOLLOWING NOTES APPLY TO TENTED ORDERS:**

- Cooking is not allowed underneath or within 50' of our Party/Event grade tenting. Smoke and smells can get on and penetrate tenting canvas we have specific tents designated for these purposes, Cook or kitchen tenting is available upon request.
- No open flames, camp fires, bonfires, or fireworks are allowed within 500' of the tent site.
- Nothing, including lighting, may come in contact with the tent canvas to prevent damage.
- You are responsible for any damage that may occur to or additional cleaning needed of tenting.
- It is the customer's responsibility to advise Expert Rental of any underground utilities or structures prior to tent delivery / installation. We are not responsible for any underground utilities, sprinkler systems, pipes, septic systems, electrical, etc.
- Tents are considered temporary structures, Expert Rental is not responsible for any act of God or other unforeseen complication to include high wind, water or soil conditions, weather related delays, fallen trees or other conditions which make tent installation or tent use unsafe. In the case of severe conditions, Expert Rental reserves the right to take down or not deliver rental items if the situation is deemed unsafe, the renter should have alternative plans to cover this unlikely possibility
- If needed, tent building permits are the responsibility of the renter unless otherwise arranged.

**PLEASE CALL IMMEDIATELY IF YOU HAVE ANY QUESTIONS OR PROBLEMS WITH YOUR ORDER**

**SIGNATURE**

**DATE**