

E V E N T S

L L C

RENTAL AGREEMENT

Event #: _____

Terms of Agreement:

1. 50% deposit is required to secure items, start production and reserve staff, balance to be paid 14 days prior to the event date. Event may be cancelled 30 days prior to event date and deposit returned less 20% restocking fee. Cancellations including those for inclement weather, made less than 5 days before the event could result in a restocking fee of up to 50%. Any production cost incurred by Events, LLC prior to cancellation will be retained.
2. A signature is required from both parties. A 25% rush fee is added to any item(s) or labor made 72 hours or less prior to event and due upon delivery.
3. Client is responsible for any item(s) lost, stolen or damaged from the time the items are delivered and picked up by Events, LLC or from the time the client picks items up and returns them to Events, LLC location (1332 Story Avenue, Louisville, KY 40206). The item(s) will be inspected by client and management before taking possession. Client is responsible for repair(s) or replacement of damaged and/or missing items.
4. Client will be billed for linens returned torn, burned, mildewed or soiled beyond cleaning at replacement cost (in addition to rental charges). Please take the following precautions to avoid replacement fees.
 - Do not place linens in plastic bags as they will mildew quickly and often cannot be cleaned.
 - Please use care with candles as it will permanently damage most linen.
 - Do not use napkins as a "dish towel".

I have read and agree to the terms of this agreement.

Signed:

Client Signature

Date

Events, LLC Representative Signature

Date