

# *Party Rentals Etc.*

## *Rental Policy*

### Pricing

Most prices quoted are for one day, one event charge, based on 24 hours. If you desire to use rental items for a longer period, please call our office for long-term rates. All prices are subject to change without notice.

We accept all major credit cards.

### Orders / Changes / Cancellations

Reservations are for a specific date. Deposits are refundable only if cancelled one week, prior to an event date.

### Delivery

Delivery is available for a nominal fee in our regular delivery area. For delivery charges to other areas, please call our office. Delivery should be scheduled in advance and is to first floor entry or dock. All equipment is left stacked in one central location and we ask it to be in the same location for scheduled pick up.

### Pick Up

All china, silver, utensils, etc. should be rinsed, food-free and re-packed in the same containers as delivered. Linens should be refuse-free and dried to prevent staining and mildew. If using candles on tables, be sure to protect linen from melted wax. All items must be returned clean. Tables and chairs should be broken down and stacked ready for pick up. All items should be essembled in a single location as specific above, ready for pick up. Items not meeting these conditions are subject to sdditional fees.

### Customer Pick Up

Rentals require payment in advance and a valid Texas Driver's License. You are welcome to pick up your rental order at our warehouse.

### Set Up / Break Down

Set up or break down service is available at a reasonable cost if arranged in advance. The charge to set up our items is \$1.00 per table and \$.50 per chair. The charge to knock down your items is \$2.00 per table and \$1.00 per chair.

### After Hours Charges

Our normal business hours are 9:00 a.m.-5:00 p.m. Tuesday through Friday and 9:00 a.m.-1:00 p.m. Saturday. A charge of \$20.00 per hour per person will be assessed for work beyond these hours.

### Correct Count / Loss / Damages

We are very thorough in our counts. We double count each order to avoid mistakes. We ask that you count your order upon taking possession, since you are accepting the count on the contract, and will be charged fou any missing items upon return. Responsibility for the equipment remains with the renter from the time out until the time returned. Please be sure equipment is secured when not in use and protected from the weather.