



Not Your Mother's Wedding Rental Policies & Procedures

RENTAL RATES:

All rates are based on a one-day use of the equipment.

DEPOSIT FEES:

Deposits or payments on rentals are to reserve rental items for a specific event date. A \$200 non-refundable deposit fee is due at booking.

PAYMENTS & FEES:

Fifty percent (50%) of balance is required 30 days prior to event. Remaining balance is due no later than 7 days prior to delivery/set-up. Balance can be paid in full at anytime prior to 7 days before event. Any payments made on the actual rental date must be paid in CASH.

CANCELLATIONS:

In the unfortunate case of cancellation, the \$200 deposit is non-refundable; however, 50% of any paid balance may be refunded up to 30 days prior to event. Cancellations made less than 30 prior to event will result in no refund.

REPLACEMENT OR REPAIR COSTS:

Charges will be assessed on any equipment lost or damaged while in the customer's care. Please count and check all items with the driver upon receiving the equipment, unless set-up and clean up is included in your event. Make sure all equipment is handled and secured properly. Any equipment left in the care of any facility is still your responsibility. In the event of damages, all replacement costs will be due at time of pick up.

LINENS:

When event is over, please leave all linens on tables. DO NOT WASH, STEAM, IRON, OR SPOT CLEAN any linens. Additional charges will be assessed on linens with any wax, or heavy stains. Any burn holes in the linens will constitute a replacement cost of the linen. Credit will NOT be given for any unused linens. All assessed fees or replacement costs will be due at time of pick-up.

SET-UP AND PICK-UP:

Three hours minimum is needed for set up prior to the event. Customer is responsible for access to the facility. If facility is not available at designated time, a \$50 fee will be required to continue set-up. Pick-up will occur as early as 30 minutes after event ends and no later than one hour. Pick-up time needed is a 2-hour window.

OTHER:

I hereby understand and agree to the rental policies and procedures of Not Your Mother's Wedding as outlined above.

Printed Name: _____

Phone #: _____

Signature: _____

Date: _____