



Ham Hill Tents, Inc. Rental Agreement

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Reservations:

To guarantee your reservation we require a \$75.00 to \$100.00 security deposit (depending upon the size of the canopy tent rented). Deposits are accepted in the form of cash, money order, or check. Reservations will not be confirmed until Ham Hill Tents, Inc. receives deposit.

**Remaining payment is due upon set up of tent/s. ** For cancellations made less than three weeks prior to an event, you will forfeit your deposit.

Permits:

The renter must secure their own picnic/site use permits and bring them to the event site. You should check with your Building Permit and Fire Departments several weeks prior to the event date to see if permits are required or any restrictions apply.

Installation and Takedown:

Installation of a tent must be done correctly for the protection of the renter, the tent, and ultimately, the success of your event. Therefore, it is strict policy that all tent set ups and takedowns are done by Ham Hill Tents, Inc. Set up time will be planned at least two days prior to the event. Takedown times will be scheduled for one to two days after the event.

Please be sure the area chosen for the locations of the tent is clear of tree limbs and power lines. The set up crew will not trim tree limbs. It is the responsibility of the renter to clear the job site of obstructions before our crew arrives to set up. In like manner, the tent must be totally empty of all garbage and personal items before we arrive to take it down. Please clean any "major spills" that may stain the party rental equipment or may be a lot harder to clean off when dry. In addition, it is the responsibility of the renter to be aware of underground sprinkler systems, underground utilities, gas lines, septic systems, etc. and inform the set up crew of their locations. Ham Hill Tents, Inc. is not liable for damage incurred to such property.

Care of Equipment:

At Ham Hill Tents, Inc. we take great pride in providing quality equipment and service to help ensure that your event is a success. We ask our clients to read the following carefully to ensure that our equipment is protected from damage, misuse or theft:

- Please cover the tables with tablecloths.
- NO scotch tape on poles.
- We highly recommend storing the tables/chairs in a garage overnight to protect them from weather or theft.
- Absolutely NO colored streamers on or hung from the tents! This may stain the tents and the renter will be held responsible for the replacement fees.
- No Tiki Torches, Campfires or open flames within 50 feet from the canopy due to hot ash embers.
- No grilling under the Canopy due to grease and ash clean up and fire hazard.
- Please return the equipment in a clean condition.

Damaged or Missing Equipment:

Responsibility for the equipment remains with the renter from the time of delivery until pick up. The renter is liable for any damages to equipment due to negligence vandalism, or theft and for any repairs or replacement costs. Ham Hill Tents, Inc. is not liable for any injury, loss, or damage to any person or property on or under the equipment once installed.

Thank you for taking the time to read through this rental agreement. We look forward to your event and will be happy to answer any questions you may have. Thank you for choosing Ham Hill Tents, Inc.

Renter:

Print Name _____

Address _____

Signature _____

Date _____

Equipment:

From/To:

Deposit:

Balance: