

Rental Agreement

This agreement made and entered into this day by and between *Essence of Elegance Rentals* and _____ herein called Client, is as follows:

This agreement allows use of equipment by Client for said purpose of _____ on dates and times as indicated below.

EVENT DATE		
LOCATION		
DELIVERY/PICK-UP TIME/DATE		
RETURN TIME/DATE		

Leaving a deposit

The Client will leave a 30% non-refundable deposit which required by *Essence of Elegance Rentals* to confirm a reservation. This deposit is your assurance that the items reserved will be available on the day you request. Cancellations must be made in writing 21 days prior to function, or 50% of invoice will be due.

Payment

The Client will ensure all pickup orders must be paid on the date scheduled for pickup unless credit arrangements have been made in advance. We accept cash, Visa/ MasterCard (through **PAYPAL ONLY**) and email-transfer. Final payment is due 14 days prior to the event if using cheques. If using any other method of payment, the final payment is due 5 days prior to the event.

All deliveries must be paid a minimum of 7 days prior to your event. If the order is not paid for your rentals order will not be processed. *Essence of Elegance Rentals* has the right to withdraw from contract if cheques are returned as Non-sufficient funds. Any deposits will be lost. All NSF cheques are subject to a \$30 charge

Delivery and set-up

If the client chooses delivery/pick-up service, this is available at a nominal fee based on location. Deliveries are made to a dock, garage or door readily accessible to our vehicles. Delivery/pick-up charge is for tailgate drop off. If delivery/pick-up is to be made to a specific floor area, an additional charge may be incurred. All rental items should be left in the same location for pickup as delivered. Linens must put in the appropriate containers.

Set up and take down is not included in the regular rental rate unless otherwise stated. We can set-up and take-down chair covers and linens at an additional charge. If you require set-up or take-down service, it is necessary to advise us in advance and additional charges will be quoted.

Broken or lost equipment

The Client is responsible for lost or damaged rental items. Damage insurance is available at a rate of 10% before taxes for broken items. If insurance is waived, replacement cost of broken/damaged items will be due. All broken/damage items must be returned or the items will be charged as lost.

Essence of Elegance Rentals offer an optional damage waiver at 10% of the total rental. This waiver covers broken or damaged equipment only. Lost items are NOT covered under the damage waiver and are charged at replacement cost price.

For this reason, damaged items must be returned to be eligible for protection. If the damage waiver is declined at the time of rental, all damaged and missing items will be charged at replacement cost price.

Damage Waiver is NOT Insurance

The Client is responsible for any loss or damage to the rented Items and for their return in the same condition in which they were received, except for ordinary wear and tear. If you accept the Damage Waiver however, we agree to waive our right to recover from you the amount of damage to the Rented Items.

- The Damage Waiver does not cover:
- Stolen, lost or missing equipment
- Misuse or abuse of equipment
- Customer negligence
- Damage incurred by a third party

The Client has the right to decline the Damage Waiver and *Essence of Elegance Rentals* has the right to decline to offer the Damage Waiver. We also reserve the right to ask for a damage deposit of a minimum of \$100.00 per rental contract if the Damage Waiver is declined.

The charge for this waiver is 10% of the total rental fee. If damaged rental items are not returned, full replacement cost will be charged. Please be sure equipment is secure when not in use and that rental items are protected from the weather. Responsibility for equipment remains with the lessee.

Returning equipment

The Client must return all rental items back to *Essence of Elegance Rentals* by the Monday following the wedding/event before 6pm. Returning equipment late deprives other customers the use of that rental equipment, so the client will be charged for each additional day the equipment is late.

If client agrees with all terms of this contract, the client signs the contract and rental form and return TO *Essence of Elegance Rentals*

<i>Client Name</i>	
<i>Client Signature</i>	
<i>Date:</i>	