


TENT RENTAL DELIVERY DAY INSTRUCTIONS

Thank you for allowing The Rental Place to assist you with your rental needs. In order to help expedite the process PLEASE READ THE FOLLOWING to make for a seamless and timely installation.

1. Make sure the location where the tent will be installed is completely cleared of furniture, planters, umbrella tables, etc. TRP staff is **not permitted** to move your personal belongings. If the area is not cleared and accessible we will leave and make our best attempt to get back to you as soon as possible after they complete their route for the day. We will charge a second delivery fee if a second trip is required. If we must wait to access the property and our schedule allows there is a fee of \$30/man/hour. This applies to both delivery and pickup.
  
2. Please mark all sprinkler lines if the tent is going to be staked in your yard. If we are weighting the tent with water barrels please have access to a water spicket available for TRP to access (we bring our own hoses).
  
3. Tents must be staked or weighted. Tent stakes are driven about 3' into the ground. This is often done in grass, flower beds, pine straw areas, landscape fabric, etc (with your permission) and may result in slight disturbance to the landscaping. Please plan ahead when ordering your tent size to make sure it will fit in the area. TRP is not responsible for slight damage to landscaping due to customary load in and installation practices. Our staff will do their best to not disturb your landscaping but sometimes it is unavoidable.
  
4. Dance floors, tables & chairs, glassware, etc are delivered using a dolly. If the access from the truck to the desired location involves stairs or a steep slope you MUST notify TRP ahead of time so we can send the proper staffing and access any required additional fees due to the extra time and or labor required.
  
5. Tents are often set up several days before your event and taken down up to several days after your event. Please be prepared for this possibility. If that is not possible please notify TRP when making your reservation. Weather can delay our ability to remove the tent safely and unfortunately this is out of our control.
  
6. We make every attempt to complete installations on delivery day. Occasionally for large events the job will be completed the following day to tie up loose ends or unexpected delays.
  
7. Please review all contact numbers on your contract. Our staff will call you when they are on their way.
  
8. We appreciate the opportunity to work with you. We hope you have a successful event!  
I have read, understand, and agree to the above policies.

Print name/Business \_\_\_\_\_

Sign \_\_\_\_\_ Date \_\_\_\_\_