

The Rental Place

"The place for all your party rental needs!"

8650 Nesbit Ferry Road

Alpharetta, GA 30022

(o) 770-594-9000 (f) 770-407-8875

AtlantasRentalPlace.com

2015 Policies

RENTAL RATES: Rental rates are based on time out, whether used or not used and are based on a one-day usage. You may pick up one day prior to your event and return one day after during normal business hours. Special rates are available for longer periods.

RESERVATIONS: A 50% security deposit is required to secure a reservation. We accept cash, personal check and major credit card (Visa, MC , Discover & Amex). A valid drivers license is required on all rentals, as well as a current credit card on file. Corporate accounts must adhere to the same policy unless an account has been set up and a PO issued. Credit cards on file will be processed for the balance due for all delivery orders up to seven days prior to delivery date. If you would like to use a different method for payment, you must contact us at least seven days prior to delivery date. If paying by check for balance of payment, monies must be received in our office at least seven days prior to delivery date.

CANCELLATIONS: Two weeks notice is required on all cancellations to receive a full refund. All orders cancelled with less than 14 days notice will forfeit their 50% deposit. Orders cancelled less then 48 hours before day of pick up or delivery will be responsible for the entire amount.

DELIVERY: Delivery may be available based on minimum orders and distance from the store for a fee. Delivery is to ground level (garage or loading dock within close proximity to the delivery vehicle) during normal business hours. Pre-arrangement and additional fees are required for deliveries before or after normal business hours or to remote or difficult locations (ie, back yards, decks, elevators, etc).

PICK UP: All equipment must be rinsed free of all food, repacked in same containers as received and returned to delivery location. Tables & chairs should be folded and stacked neatly ready for pick up in a single location. Please make sure we have correct contact information for pick up day.

LOSS & DAMAGE: Please be aware that the customer is responsible for all equipment until returned to our store or picked up by our staff. Keep all items out of bad weather and secure. You are responsible for all equipment missing or damaged at replacement costs. ****Replacement costs for damaged and missing items will be billed to the credit card on file after customer is notified of costs.

SET UP & TAKE DOWN: Set up and take down of rental equipment may be available at a reasonable charge. Prior arrangements MUST be made for this service to allow proper time.

Payment of deposit constitutes acceptance of The Rental Place policies and conditions. See contract for complete details. This signed form will stay on file for our records.

THANK YOU FOR YOUR BUSINESS!!

Print Name/Business _____

Signed _____ Date _____ 2015

Contract #: _____

Telephone #: _____

Credit Card Authorization Form
Please Send to he Rental Place
Fax: 770-407-8875
Email: info@atlantasrentalplace.com

Form must be completed in full, signed by authorized user of card and received by The Rental Place prior to any order being released or delivered.

This document is authorizing The Rental Place to use the following credit card to convert **QUOTE/CONTRACT#** _____ into a reservation and for payment of service/business which is contracted with The Rental Place.

Card Holders Name: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Fax: _____

Credit Card Type: (Circle) Visa Master Card AMEX Discover

Credit Card Number: _____

Expiration Date: _____ CV# (Security Code): _____

Name on Front of Card
(Exactly): _____

I HAVE READ AND ACCEPTED THE TERMS AND CONDITIONS OUTLINED ON THE RENTAL PLACE POLICY SHEET.

I HEREBY AUTHORIZE THE RENTAL PLACE TO USE THIS CARD AS PAYMENT ON RENTALS/SERVICES/REPLACEMENT COSTS.

X _____ DATE: _____
Card Holder Signature