

Chief Rental Inc.

Event Rental Division
301 Demonbreun St unit 1614
Nashville, TN 37201

IMPORTANT INFORMATION ABOUT YOUR RENTAL ITEMS

Weather Notice:

Tents and outdoor rental items are not intended to be used in severe weather. The best way to keep your guests safe is to be prepared for inclement weather and have an evacuation plan or plan B.

Chief Rental reserves the right to cancel the delivery if they feel there is a danger to the participants.

Please monitor the weather conditions prior to your event – we can always reschedule.

You should evacuate the tent if:

- There is lightning or thunder in the area
- Dark clouds on the horizon
- A severe weather alert
- The wind is over 10 miles an hour
- Leaves, and small branches begin to fall off trees
- Tent begins to wobble or sway
- Heavy rain – will collapse a tent canopy
- Hail, sleet, snow or ice

Tents:

All tents are professionally installed and disassembled by the Chief Rental crew. Customers are forbidden to handle the tents due to liability reasons. **DO NOT MOVE THE TENT ONCE IT IS SET UP. IF TENT IS TAMPERED WITH, YOU WILL BE CHARGED A \$150 FINE.** Tents will be safely staked to the ground once assembled – if stakes are prohibited, please inform us so we can provide weights (these are an additional cost). Customer is responsible for properly marking underground utilities (gas, water, electrical, sprinkler) prior to installations of the staked tents. If ground is not properly marked, we are not responsible for any damages that may be caused by staking. Stakes are driven up to 4 feet deep.

- Tent “Sides” are not included in the price – they are an additional charge.
- CLEAR TENT TOPS: will not be used if the temperature is over 82 degrees or if the weather forecast calls for heavy rain.
- Weights can be provided instead of stakes but there will be an additional charge.
- We must know if tent is being set up on grass, gravel, pavement, etc.

Tables & Chairs:

Unless customer has paid for set up and take down of tables and chairs, they will be delivered to venue in stacks. Prior to pick up, everything must be re-stacked or customer will be charged \$1.00 per item to re-stack. **Chief Rental does not deliver inside of a residential home.** Delivery will be made to porch, patio or inside garage. We will not leave tables or chairs outside in bad weather conditions.

Dance Floor:

Dance Floor is not designed for to be set up on grass. Chief Rental will put a sub floor down first but we cannot guarantee it will be level and may have high or low spots. Once floor is installed by Chief Rental, **IT MUST NOT BE MOVED BY THE CUSTOMER. A \$250.00 fine will be added to the contract if floor is moved or disturbed.** If the Customer would like the floor moved after it is

installed, it will cost an additional \$150

Dinnerware/Glassware:

Any dinnerware, glasses and flatware rented must be rinsed off and placed in the containers they were delivered in before returning to Chief Rental. There will be a \$.50 per piece charge for all items not rinsed.

Concession Items:

Popcorn Machine, Sno-Cone Machine, Cotton Candy Machine, etc. These items come with supplies and are charged based on the number of event participants. Unused supplies may be returned for a credit. Please do not leave food debris in machines. It is important that all parts be returned with machine. If parts are missing, you will be charged for replacements. If machine malfunctions during use – please call us immediately and we will repair or replace it.

Linens:

Once used, table clothes/napkins must be placed in the bags provided –do NOT put in plastic trash bags. They may mold or mildew or become confused with trash and be thrown away. It is not recommended that red wine or sauces be served when using white or ivory clothes. Linens lost, torn, burned, soiled or those that cannot be cleaned are subject to a replacement fee equal to 4 times the rental cost in addition to the rental charge.

Delivery/Pick up:

Chief Rental charges delivery fees based on the location and distance of the event from our location in Hermitage, TN. Minimum rate is \$50 (\$100 to downtown Nashville). We charge \$2.00 per mile. If additional trucks are required – there will be an additional \$150 charge. If deliveries/pick up's are not between regular business hours of Monday-Saturday 9:00AM – 5:00PM – an overtime rate will be applied. Sunday's are charged at overtime rate. Additional charges will be applied if the delivery is not on the ground floor.

Set up/Take down:

Many of our rental items have labor for set up and breakdown included in the rental cost. Additional charges will be applied when additional labor is needed.

Event Venue or Permit Charges

Many of the private event venues have additional restrictions that vendors are asked to follow – for this reason, we require a Venue Fee of \$150. If a permit is required - the customer is responsible for that cost. If the venue requires a Certificate of Insurance (COI) – Chief Rental will provide that at no additional cost.

Cancellations:

50% is non-refundable—**No exceptions made for COVID 19**. If you have paid in full and cancel within 5 days of the event – you will forfeit 100% - however, we will hold this charge on account for up to 1 year to be used for ANY rental to include our equipment division.

Damage waiver:

We charge a 12% non-refundable damage waiver on our rental items. This covers the wear and tear of our rental items. This does not cover replacement costs.

Please acknowledge that you have read and clearly understand this information as it applies to your rental item(s).

Signature: _____ **Date:** _____