

RENTAL AGREEMENT

Reservation Deposit

A security deposit of \$50.00 is required in the form of a credit card payment or cash. This deposit is required at the time of booking and guarantees your chosen rental products are reserved and available for your specific date. As such rental products have been reserved for your specific rental date, we reserve the right and state as a company policy in fairness to all parties involved that the **reservation deposit is non-refundable**. The remaining balance of the purchase price of your rental is due on or before the date of your rental.

Cancellations

All cancellations **MUST BE** made 2 weeks prior to the event. Please note that the reservation deposit will **NOT** be refunded under any conditions including cancellations. Only the amount paid towards the remaining balance of the invoice will be credited to your credit card if cancelled prior to the 2 weeks.

Security Deposit

A set security deposit in the form of a credit card payment or cash will be required before any rental product leaves the premises of Manotick Florists. This **security deposit will be refunded** upon return of the rental item.

Returning your Rental Products

All rental products must be delivered back to the shop within three 3 days after your scheduled event date or according to set arrangements. Additional daily rental fees will be charged on each rental product for each day beyond the time set return date.

All rental products must be packaged in the original packing material and in good repair. **IT IS THE RESPONSIBILITY OF THE RENTER TO ENSURE THAT THE PRODUCT IS RETURNED UNDAMAGED AND ON TIME.**

Broken/Damaged Products and Additional charges

If any of the rental products are broken, missing or damaged upon return, it is the sole responsibility of the renter, to pay for the replacement, damage, repair, cleaning or any other unforeseen expenses, regardless of this damage being the responsibility of another party or guest. These charges will be added to your rental invoice as a purchase over and above the rental fees incurred. The charges owing will be deducted from the balance of the security deposit owing to you.

The renter shall supply all power required to operate and maintain the products.

The renter shall pay all transportation charges from and to the set location unless otherwise stated.

The renter shall not without the written consent of Manotick Florists permit the rental products or any part thereof to be used by any other person and shall not sublet the products or any part thereof.

I have read the following Agreement _____

RESERVATION DEPOSIT PAID	
CASH	
CHEQUE	
CREDIT CARD	

Signature of Renter

AGREED RETURN DATE
Time: _____
Date: _____

EQUIPMENT RENTED	DAILY RATE	SECURITY DEPOSIT	REPLACEMENT VALUE	TOTAL

Total Rental Fee \$ _____

Less Reservation Deposit \$ _____

Delivery Fee \$ _____

Pick Up Fee \$ _____

Security Deposit \$ _____

TOTAL DUE FOR RENTAL DATE \$ _____ DUE DATE: _____

PRODUCT(S) INSPECTED BY	DATE
OUT:	
IN:	

RETURN CONDITION REPORT:

DAMAGE/REPAIR FEES \$ _____

TOTAL SECURITY DEPOSIT REFUND \$ _____ REC'D _____

INITIALS