

# Special Events<sup>®</sup>

## VIRGINIA

### Equipment Catalog 2018



*We Make Party Easy !!!*

*Providing Quality Rentals For:*

- *Corporate Events*
- *Weddings*
- *Festivals*
- *Government Functions*

*Contact Information:*

*757 - 485 - 1212*

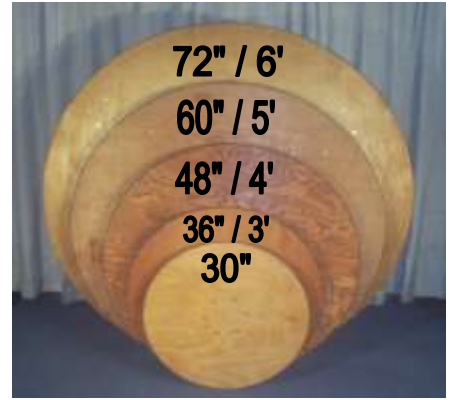
*800 - 394 - 1057*

*757 - 487 - 1102 Fax*

*[www.VirginiaSpecialEvents.com](http://www.VirginiaSpecialEvents.com)*

**TABLE SIZE SEATING PRICE**

30" Round	2 - 4	\$7.50
36" Round	3 - 4	\$7.50
48" Round	4 - 6	\$8.50
48" Round Umbrella Table	4 - 6	\$31.00
60" Round	8 - 9	\$10.00
60" Round Umbrella Table	8 - 9	\$32.50
72" Round	10 -12	\$15.00
4' x 30" Banquet Table	4 - 6	\$7.00
6' x 18"	Conference Table	\$10.00
6' x 24"	Trade Show	\$8.00
6' x 30" Banquet Table	6 - 8	\$8.00
8' x 16"	Conference Table	\$10.00
8' x 24"	Conference Table	\$10.00
8' x 30" Banquet Table	8 - 10	\$10.00
30" or 36" Cocktail	42" Tall	\$12.00
30" Cocktail, <i>Lighted</i>	White Spandex Cover	\$50.00
6' x 12" Bar Shelf	Table Riser	\$15.00
5' Serpentine		\$12.00
Serpentine Bar Shelf	Table Riser	\$15.00
Setup / Strike Fee	Per Table	\$1.00



**CHAIRS**

Black Samsonite	Metal frame, plastic seat	\$1.50
White Samsonite	Metal frame, plastic seat	\$2.00
White Resin	Wood Look	\$3.50
Redwood Resin	Wood Look	\$3.50
Deluxe VIP - Gray with Arms	Ceremony Chairs	\$7.50
Hotel Style Chair - Stacking	Ceremony Chairs	\$7.50
Brown Leather	Ceremony Chairs	\$25.00
Bar Stool	Black with a back or Wooden	\$15.00
Gold VIP Cover	Chair Top Cover	\$3.50
Setup / Strike Fee	Per chair	\$0.25
Setup / Strike Fee on Beach	Per chair	\$2.50
Wicker Outdoor Furniture	7 Piece Outdoor Furniture Set	\$375.00



## LINENS SKIRTS AND NAPKINS

72" x 72" Linen	Overlay 48" / 6' and 8'	\$ 8.00
60" x 120" Linen	6' and 8' Banquet Tables to the lap	\$ 8.50
90" x 132" Linen	Full length for 6' Banquet Table	\$16.50
90" x 156" Linen	Full length for 8' Banquet Table	\$19.50
96" Round Linen	Full length for 36" Table	\$10.00
108" Round Linen	Full length for 48" Table	\$12.50
120" Round Linen	Full length for 60" Table	\$15.50
132" Round Linen	Full length for Cocktail or 72" round	\$18.50
Napkins - Poly	20" x 20"	\$0.80
Sash for Cocktail Tables		\$3.00
Spandex Table Covers for 6' Banquet and Cocktail Tables		\$20.00
Spandex Table Covers for 8' Banquet		\$22.00
Table Skirting, 14' with Velcro clips		\$14.00
Table Skirting, 21.5' with Velcro clips		\$22.00
Grass Table Skirts, 14'		\$14.00



## PLASTIC KWIK COVERS

6' x 30" Fitted Plastic Kwik Cover	\$4.95
8' x 30" Fitted Plastic Kwik Cover	\$4.95
48" Round Fitted Plastic Kwik Cover	\$5.95
60" Round Fitted Plastic Kwik Cover	\$5.95



## PLASTIC VINYL COVERS

54" x 108" Plastic Cover - 6' or 8' Tables	\$2.25
84" Round Plastic Cover - All round Tables	\$3.95



## TRADITIONAL FRAME TENTS

Tent Size	Standing	Seated	Price
10' x 10' Pop Up	PICKUP ONLY		\$ 75.00
10' x 10' Pink Pop Up	PICKUP ONLY		\$ 95.00
10' x 20' Pop Up	PICKUP ONLY		\$125.00
6' x 10' walkway			\$125.00
9' x 10' walkway			\$125.00
10' x 10'	15 - 20	8 - 10	\$145.00
10' x 20'	25 - 40	15 - 20	\$225.00
10' x 30'	35 - 50	25 - 30	\$335.00
15' x 15'	40 - 50	25 - 30	\$195.00
15' x 25'	60 - 70	35 - 50	\$325.00
15' x 45'	100 - 120	50 - 60	\$400.00
20' x 20'	65 - 80	35 - 50	\$300.00
20' x 30'	100 - 120	60 - 75	\$395.00
20' x 40'	135 - 160	80 - 100	\$495.00
20' x 50'	165 - 200	100 - 125	\$600.00
20' x 60'	200 - 240	120 - 150	\$720.00
20' x 70'	230 - 280	140 - 175	\$840.00
20' x 80'	260 - 320	160 - 200	\$960.00
20' x 90'	290 - 350	180 - 225	\$1080.00
20' x 100'	320 - 380	200 - 250	\$1200.00
20' x 110'	350 - 410	220 - 275	\$1320.00



## SIDEWALL - Traditional and Epic

Tent Sidewall, Solid or Mesh, 7' or 8'	\$1.50 per ft
Tent Sidewall, Clear - 8' only	\$2.50 per ft
Tent Sidewall, Window, 7' or 8'	\$2.00 per ft

## DOORS - Traditional, Jumbo and Epic

Tent Doors, Deluxe	\$300.00
Tent Doors, Economy	\$175.00



## JUMBO TRAC FRAME TENTS

Tent Size	Standing	Seated	Price
30' x 30'	150 - 180	90 - 110	\$ 720.00
30' x 40'	200 - 240	100 - 120	\$ 960.00
30' x 50'	250 - 300	125 - 150	\$1200.00
30' x 60'	300 - 360	150 - 180	\$1440.00
30' x 70'	350 - 420	175 - 210	\$1680.00
30' x 80'	400 - 480	200 - 240	\$1920.00
30' x 100'	500 - 600	250 - 300	\$2400.00
30' x 110'	555 - 660	275 - 330	\$2640.00
30' x 120'	600 - 720	300 - 360	\$2880.00
40' x 40'	270 - 320	160 - 200	\$1440.00
40' x 60'	400 - 480	240 - 300	\$2160.00
40' x 80'	450 - 540	270 - 335	\$2880.00
40' x 100'	660 - 800	330 - 400	\$3600.00
40' x 120'	800 - 960	400 - 480	\$4320.00
40' x 140'	930 - 1120	480 - 560	\$5040.00



## SIDEWALL - JUMBO TRAC TENTS

Tent Sidewall, Solid Keder Trac	\$1.50 per ft
Tent Sidewall, Clear / Window Keder Trac	\$2.50 per ft

## TENT WEIGHTS

Tent Weights, 80 lbs Concrete	\$10.00
Tent Weights, 350 lbs Concrete	\$20.00
Tent Weights, 500 lbs Concrete	\$25.00
Tent Weights, 700 lbs Concrete	\$30.00
Tent Weights, 1750 lbs Concrete	\$75.00
Tent Weight Covers, Vinyl	\$ 5.00



Additional Delivery fees for weights over 8500 lbs. will apply.

## EPIC POLE TENTS

Tent Size	Standing	Seated	Price
40' x 40'	270 - 320	160 - 200	\$1,200.00
40' x 60'	400 - 480	240 - 300	\$1,800.00
40' x 80'	450 - 540	270 - 335	\$2,400.00
40' x 100'	660 - 800	330 - 400	\$3,000.00
40' x 120'	800 - 960	400 - 480	\$3,600.00
40' x 140'	920 - 1120	480 - 560	\$4,300.00
40' x 160'	1060-1280	530-640	\$4,300.00
60' x 60'	600 - 720	300 - 360	\$2,340.00
60' x 90'	900 - 1080	450 - 540	\$3,510.00
60' x 120'	1200 - 1440	600 - 720	\$4,680.00
60' x 150'	1500 - 1800	750 - 900	\$5,850.00
60' x 180'	1800 - 2160	900 - 1080	\$7,020.00
60' x 210'	2200 - 2500	1050 - 1260	\$8,190.00
60' x 240'	2600 - 2860	1200 - 1340	\$9,360.00
60' x 270'	3000 - 3220	1350 - 1520	\$10,530.00
60' x 300'	3400 - 3580	1500 - 1700	\$11,700.00
80' x 80'	1060 - 1280	530 - 690	\$4,480.00
80' x 100'	1320 - 1600	660 - 800	\$5,600.00
80' x 110'	1460 - 1760	730 - 880	\$6,160.00
80' x 120'	1590 - 1920	800 - 960	\$6,720.00
80' x 150'	2000 - 2400	1000 - 1200	\$8,400.00



60' x 120'



100' x 330'



40' x 20' Bandshell

## BAND SHELL TENTS

Large Bandshell	For 40' x 40' Stage	\$3200.00
Small Bandshell	For 32' x 20' Stage	\$1800.00
40' X 20' Bandshell	For 28' x 16' Stage	\$ 895.00

## TENT FLOORING

Tent Flooring, Wooden or Ultra Deck	\$1.00 per sq ft
Tent Carpet, Black	\$0.50 per sq ft

## LEG SKIRTS

Tent Leg Skirts, 7' or 8'	\$12.00
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Leg Skirts

## LIGHTING

Bulldog Light Tower, 1000 watts	\$75.00
Dover Chandelier, 9 light 540 watt	\$125.00
Four Globe Chandelier, 160 watts	\$30.00
High Bay, LED	\$60.00
Flexi - Par, 575 watts	\$35.00
Dimmer Switch, 1000 watt	\$25.00
Lighted Exit Sign	\$45.00

String Lighting, C-9, 40'	\$40.00
String Lighting, Bistro 50'	\$50.00
String Lighting, Bistro 100'	\$100.00
String Lighting, Bistro 120'	\$120.00
Skybox 5, Wireless LED Up lights	\$45.00
Par 56 light, 500 watts	\$25.00
Par 64 LED light, Color Wash	\$35.00



## HEAT AND FANS

Large Tent Heater, 170K BTU	\$325.00
Small Tent Heater, 80K BTU	\$225.00
Patio Heater, 40K BTU	\$100.00
Pedestal Fan, 30"	\$40.00
Versa Fans, 12" mounted - White	\$45.00
WayCool Fan	\$250.00
Coolbox Evaporative Cooler	\$85.00



## GENERATORS / DISTRIBUTION

Generator, 3000 watts	\$45.00
Generator, 6000 watts	\$65.00
Generator, 20 KVA Diesel Whisper Watt	\$325.00
Distribution Panel, 6 - 20 amp outlets	\$25.00
Extension Cord, 100' Tri Tap, White	\$10.00

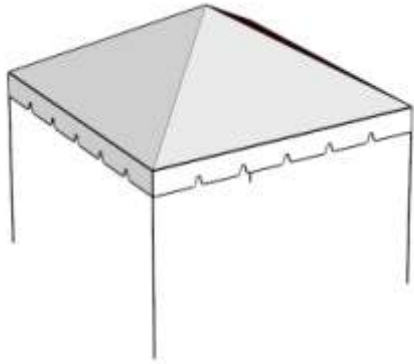


## PROMOTIONAL ITEMS

Balloon on Wheels - Customizable	\$125.00
LED Sign Trailer - Customizable	\$125.00
Welcome Archway, Inflatable - Customizable	\$125.00

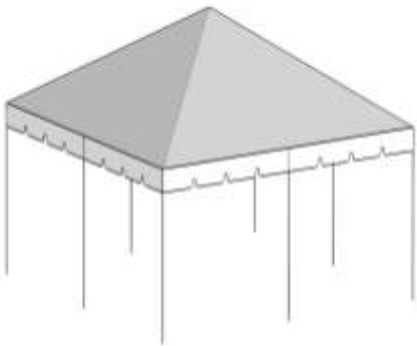
A refueling charge will be added to all generator rentals for events 5 hours and longer.

# PARTY PACKAGES



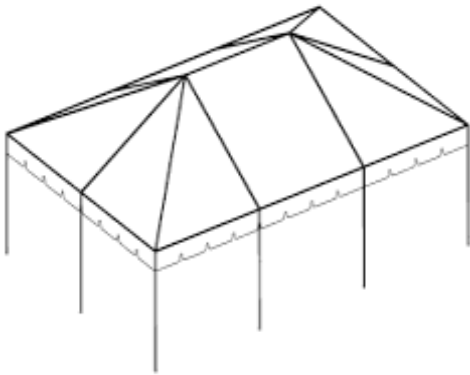
20 Guest Party Package  
15 x 15 Tent - \$ 260.00

- 20 - 
- 3 -  48"
- 1 -  8' x 30"
- 1 -  4 Globe



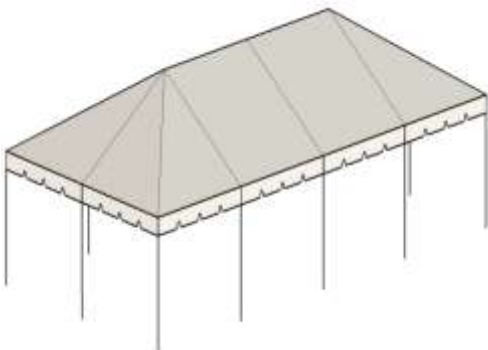
30 Guest Party Package  
20 x 20 Tent - \$ 370.00

- 30 - 
- 3 -  60"
- 1 -  8' x 30"
- 1 -  4 Globe



50 Guest Party Package  
20 x 30 Tent - \$ 490.00

- 50 - 
- 5 -  60"
- 1 -  8' x 30"
- 2 -  4 Globe



70 Guest Party Package  
20 x 40 Tent - \$ 630.00

- 70 - 
- 7 -  60"
- 2 -  8' x 30"
- 2 -  4 Globe

Packages are for grass setups only Additional fees will apply to asphalt setups.  
Prices do not include delivery fee.



## CEREMONIAL ITEMS

Bunting, 21.5' x 32" Skirting	\$30.00
Bunting, 36" x 5' Fans	\$15.00
Bunting, 36" x 16" Fans	\$15.00
Bunting, 36" x 50' Rolls	\$50.00
Carpet Runner, 25' Red	\$36.00
Carpet Runner, 50' Red or Green	\$70.00
Ceremonial Scissors, 25"	\$30.00
Ceremonial Scissors, 39"	\$40.00
Ribbon with Printed Date, 4" x 15'	\$35.00
Column, 36" Stone Finish, Ribbon Cutting	\$25.00
U.S. Flag, 6' x 10'	\$25.00
U.S. Flag, 10' x 15'	\$50.00
U.S. Flag, 15' x 25'	\$75.00
Telescopic Flag Pole	\$25.00
State Flag and Stand	\$17.00
50 State Flags and Stands	\$750.00
Flag Pole and Base, Flag not included	\$10.00
Military Flag with Stand Army Navy Air Force Marine Coast Guard	\$17.00
Flag Stand, Wooden Holds 5 Flags	\$45.00
Gold Ceremonial Shovel	\$15.00
Ground Breaking Box, Does not include dirt	\$45.00
Easel, Gold Finish	\$29.00
Easel, Aluminum	\$10.00
Pipe and Drape, 3' tall	\$ 2.25 per ft
Pipe and Drape, 8' tall	\$ 3.50 per ft
Pipe and Drape, 12' tall - Navy, Black and White Only	\$ 7.50 per ft
Pipe and Drape Booth, 10' x 10', 3 sides - Tradeshow Style	\$39.50
6' x 24" Skirted Tradeshow Table	\$25.00
Stanchion, white metal with plastic chain	\$ 7.50
Stanchion, Chrome	\$15.00
Stanchion Rope, Red Velvet	\$12.00
Stanchion, Chrome - Retractable Black Belt	\$20.00



## STAGING

8' x 8' Stage	\$120.00
8' x 12' Stage	\$180.00
8' x 16' Stage	\$240.00
12' x 16' Stage	\$360.00
12' x 24' Stage	\$540.00
16' x 28' Stage	\$840.00
Stage Steps	\$25.00 - \$50.00
Stage Skirting (per ft) 8", 16", 24", 32"	\$1.00
Stage Skirting Bunting, 21.5' x 32"	\$30.00
Stage Handrail (per ft)	\$3.00
ADA Compliant Ramps, 60'	\$1500.00

Stage sizes are *not limited* to the above listings



16' x 28' Stage

## PARQUET DANCE FLOOR

4' x 4' section	\$24.00
8' x 20' Floor	\$240.00
12' x 12' Floor	\$216.00
16' x 16' Floor	\$384.00
20' x 20' Floor	\$600.00
24' x 24' Floor	\$864.00

Lighted Dance Floor 3' x 3'	\$25.00
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## CHERRY WOOD

3' x 4' Section	\$20.00
12' x 12' floor	\$240.00
12' x 16' floor	\$320.00
15' x 16' floor	\$400.00
16' x 18' floor	\$480.00
18' x 20' floor	\$600.00
20' x 21' floor	\$700.00
21' x 24' floor	\$840.00
24' x 24' floor	\$960.00



20 x 20 Dance Floor



## AUDIO / VISUAL EQUIPMENT

Bose Sound System, B1 with B2 Bass	\$295.00
Peavey Sound System	\$150.00
Peavey XP 684 Mixer	\$100.00
Peavey Messenger, 100 Watt	\$85.00
Professional Sound System w/ CD and Tape Deck, Deluxe	\$295.00
Professional DJ System with mixer and dual CD	\$295.00
Quebbie DJ in a Box with Peavey System	\$250.00
Sound Technician - 2 Hr	\$90.00
Sound Technician, Ceremony - Up to 4 Hr	\$275.00
Wireless or Lapel Microphone - Add to system, Corded	\$50.00
Microphone Stand, Floor or Table	\$15.00
Mult (Press) Box	\$150.00
Dell LCD Projector, 3500 Lumens	\$200.00
Projection Screen, 8' x 10'	\$125.00
Projection Screen, 6' x 6' Tripod	\$35.00
TV, 58" HDTV, LED Monitor with stand	\$375.00
TV, 46" HDTV, LCD Monitor with stand	\$325.00
DVD Player	\$30.00
Podium, Carpeted Finish with Mic Holder	\$35.00
Podium, Clear Acrylic	\$55.00
Podium, Clear Acrylic with Aluminum Sides	\$75.00
Podium, Aluminum Truss	\$55.00
Spotlight, Large Theatrical	\$75.00
Skybox, Wireless LED Up Lighting	\$45.00
Generator, 3000 Watts Honda Powered	\$45.00



A refueling charge will be added to all generator rentals for events 5 hours and longer.

## BANQUET SERVING EQUIPMENT

<b>Buffet Boat, 3'</b>	\$45.00
Cambro Food Carrier	\$18.00
Chafer, 5 Quart Round	\$18.00
Chafing, 8 Quart Roll Top Lightweight	\$25.00
Chafer, 8 Quart Roll Top Silver	\$28.00
Chest Cooler, 150 quart	\$20.00
Coffee Air Pot, 2.2 Liter Capacity	\$10.00
Coffee Maker, 30 cup	\$20.00
Coffee Maker, 100 cup	\$25.00
Concession Trailer with Propane	\$175.00
Drink Dispenser, 9 Gallon	\$15.00
Drink Dispenser, 5 Gallon	\$10.00
Drink Tub, Blue Plastic	\$10.00
Drink Tub, Galvanized	\$30.00
Food Pan Holder, Large Insulated	\$18.00
Food Pan Holder, Single Insulated	\$12.00
<b>Grill, 2' x 5' Charcoal</b>	\$75.00
<b>Grill, 2' x 5' Propane, 2 - 20lb tanks</b>	\$175.00
Hand Wash Station, DUAL	\$125.00
Hot Dog Cart, Stainless with Propane	\$125.00
Popcorn Machine, Gay 90s - Cart	\$85.00
<b>Portable Bar, Carlisle 4'</b>	\$100.00
<b>Portable BUFFET Bar, 6' with 4 bins</b>	\$100.00
Portable Bar, Bamboo Tiki	\$125.00
Rolling Ice Bin, 200 lbs Capacity	\$45.00
Rolling Ice Bin, 75 lbs Capacity	\$30.00
Trash Can, 32 Gallon Brute	\$10.00
Trash Can Skirt, Fitted	\$ 3.00
Trash Can Skirt, Velcro	\$ 3.00



# WEDDING ITEMS

Balloon Tower, 7'	\$75.00
Balloon Arch, 2, 3 or 4 Colors	\$175.00- \$195.00
Balustrade, 48" x 29" - 4 Balusters	\$25.00
Balustrade, 36" x 36" - 3 Balusters	\$20.00
Candelabra, 7 Light	\$15.00
Candelabra, 9 Light	\$20.00
Candelabra, 15 Light	\$25.00
Candelabra, Unity	\$15.00
Column, 36" or 48" Granite Finish	\$15.00
Column, 44" White	\$15.00
Column, 76" White	\$25.00
Fence, White 3' x 6'	\$15.00
Ferns, 40"	\$25.00
Ficus Tree, 5'	\$15.00
Floral Arrangement	\$60.00 per pair
Floral Stand, White Metal 42"	\$20.00 per pair
Kneeling Benches, White	\$30.00 per pair
Privacy Screen, White Lattice	\$40.00 per pair
Registry Stand, White	\$15.00
Wedding Arch, Beach Themed Archway	\$45.00
Wedding Arch, White Metal	\$30.00
Wedding Arch, White Plastic on 76" columns	\$75.00
Wedding Arch, White Lattice with wooden base	\$40.00
Wedding Arch, White Wooden	\$65.00
Wedding Canopy with Sheer Drape	\$125.00
Weights, Wedding Canopy - Beach set up	\$20.00
Wedding Canopy Cleaning Fee, Beach	\$50.00
Wishing Well, White	\$15.00



## DÉCOR and PROPS

### CARIBBEAN ISLAND THEME

<b>Anchor, 29" Steel</b>	\$15.00
Buoy Strings	\$15.00
Channel Marker Sign	\$45.00
<b>Chesapeake Bay Blue Crab, Metal 18"</b>	\$15.00
Fish Netting, 10' lengths	\$12.00
Grass Table Skirts, 14'	\$14.00
Life Preserver, Red	\$15.00
Lighthouse, 5'	\$55.00
<b>Mermaid, Metal 36"</b>	\$15.00
<b>Pelican, Metal 26"</b>	\$20.00
Pier Posts with Rope	\$15.00
Ships Flag Set	\$45.00
<b>Ship's Wheel</b>	\$35.00
Stone Crab Pot	\$25.00
Sun, Large Metal	\$30.00
Surfboard	\$20.00
Wooden Barrel	\$10.00
Portable Bar, Bamboo Tiki	\$125.00
<b>Pink Flamingo, Metal 40"</b>	\$25.00



## STATUES

Cigar Store Indian Statue - 6'	\$75.00
Gold Man Statue - 8'	\$75.00
<b>Eiffel Tower, 10'</b>	\$150.00
Elvis Statue - 6'	\$75.00
Ice Cream Statue	\$75.00
John Wayne Statue- 6'	\$75.00
Marilyn Monroe Statue - 6'	\$75.00
Pirate Statue - 6'	\$75.00
Statue of Liberty	\$75.00



## WESTERN THEME

Cactus Plants, Small	\$10.00
Cow Skull	\$15.00
Fence Section, Split Rail	\$15.00
Sign, Wild West Saloon	\$15.00
Sign, Cantina	\$15.00
Statue, John Wayne	\$75.00
Statue, Cigar Store Indian	\$75.00
Wagon Wheels	\$25.00
Western Cart, 3 Tiers	\$50.00
Western Shelf, 8 Compartment	\$45.00
Western Wagon, 2 Wheel	\$75.00
<b>Windmill, 10'</b>	\$55.00
Wishing Well, Wooden	\$35.00
Wooden Barrel	\$10.00



## HOLLYWOOD / MOVIE THEME

Beauty and the Beast Banner	\$45.00
<b>Breakfast at Tiffany's Banner</b>	\$45.00
Bus Stop, Marilyn Monroe Banner	\$45.00
Miss Saigon Banner	\$45.00
Times Square Backdrop 20' w x 10' l	\$225.00
Phantom of the Opera Banner	\$45.00
The Lion King Banner	\$45.00

Film Reels, Plastic	\$10.00
Hollywood Film Reel Signs	\$20.00

Gold Man Award Statue	\$75.00
Elvis Statue	\$75.00
Marilyn Monroe Statue	\$75.00
<b>Stone Vases, 3'</b>	\$20.00
Tuxedo Man Statue	\$45.00



## EASTER

Easter Bunny - 2 hr minimum	\$85.00 per hr
Easter Bunny Chair	\$45.00
<b>Bunny Yard Sign, 5'</b>	\$35.00
Easter Flag and Pole	\$10.00
Mushroom with Worm	\$25.00
Smiley Face Flowers	\$10.00



## CHRISTMAS and HOLIDAY ITEMS

Santa Claus - 2 hr minimum	\$85.00 per hr
Mrs. Claus - 2 hr minimum	\$85.00 per hr
Santa Chair, Deluxe	\$75.00
Santa Chair, Economy	\$35.00
<b>Santa's Mailbox</b>	\$25.00
Candy Cane Balloon Tower	\$85.00
Christmas Photo Backdrop	\$75.00
<b>Winter Wonderland Backdrop, 6' x 20'</b>	\$195.00
Lighted Wreath - rope lighting	\$25.00
Christmas Trees, metal	\$20.00
<b>Snowman, 4' wooden</b>	\$10.00
Topiary Poinsettia Tree	\$15.00
Toy Soldiers, Set	\$40.00





## TERMS AND CONDITIONS

**PAYMENT TERMS:** A deposit of 35% is due upon execution of contract. Balance will be due seven days before the event unless other arrangements have been made. Customer further agrees to pay all collection fees and any expenses involved in the collection of rental charges including but not limited to attorneys fees and court costs. 1½% interest per month (18% per annum) will be charged on all accounts over 30 days due. Any discounts will be forfeited if payment in full is late. If paying by check, you agree to the following terms: In the event your check is dishonored or returned for any reason, you authorize us to electronically (or by paper draft) re-present the check to your bank account for collection of the amount of the check, plus any applicable fees as permitted by state law. Customer must provide a Virginia State Sales Tax Exemption form at execution of contract to qualify for exemption.

**EVENT PERMITS:** In the event that any permits are required, the Customer assumes all responsibility for obtaining these permits and the costs associated with the permits. Generally, tent permits are required if the tent size exceeds 900 square feet (30' x 30' or larger). Some cities require a separate fire permit in addition to the building permit. It is the customer's responsibility to obtain the required permits for your event. We recommend that you contact your local municipality to check on permits. Special Events will obtain the necessary permits or a fee of \$50.00 plus all permit fees. A four week notice is needed if you would like Special Events to obtain your permits.

**DELAYS/RELOCATION OF RENTAL EQUIPMENT:** Relocation of rental equipment after setup has begun can result in delays in completion of setup. Delay charges will be billed at \$35.00 per man hour.

**USE OF LEASED PROPERTY:** Customer agrees to personally inspect and examine all equipment upon delivery and note any prior damage on the invoice. Customer further agrees to immediately discontinue use of said equipment should same at any time, while in customer's possession become unsafe or in a state of disrepair and immediately notify Special Events Entertainment. Customer agrees to pay for any damage to or loss of the goods, as an insurer, regardless of cause, except reasonable wear and tear, while the goods are out of the possession of Special Events. Customer agrees to pay a reasonable cleaning charge for any equipment returned dirty. Nothing is permitted to be taped, glued, stapled or attached in any way to the tent canopy, sidewalls, or side poles. Anything found adhering to the above equipment will result in additional labor fees to remove. Sidewalls are not to be removed once they are installed. The tent can be opened by folding the sidewall back on itself using the clips that attach it.

**UNDER AND ABOVE GROUND UTILITIES:** Customer agrees to provide free and unrestricted access to the location for setup and strike. This includes both above and below ground. Customer is responsible for marking all private underground utilities. Special Events will call Miss Utility at least 48 hours before the scheduled setup date; however, Ms. Utility will not mark private utilities such as sprinkler systems. Furthermore, the customer releases Special Events Entertainment from any claims, demands, or liabilities arising from damage to property during erection or dismantling of the equipment.

**FORCE MAJEURE:** The performance of the obligations of either party to the Agreement shall be subject to acts of God, war, civil disorder, fire, communicable diseases, other emergencies or crises, terrorist attacks in the city in which the event is located which are beyond the control of Vendor or Customer, and which substantially affect the ability of Vendor to provide the equipment or of Customer to use the equipment. If either party's performance is affected by any of the events or reasons listed in the first sentence of this paragraph, either party may cancel the Agreement or reduce its commitments hereunder by written notice to the other party, without any forfeiture of deposit, any penalty or any liability for cancellation fees or any other costs or damages, whatsoever.

**SECURITY AND ACCESS:** The customer is responsible for the conduct of their guests, customers and employees as well as the maintenance of good working conditions for Special Events Entertainment and its employees and the assurance of security of their equipment during the period of the event. Representatives and employees of Special Events Entertainment are assured free and unrestricted access to the location of the contracted event during said event.

**AMUSEMENT RULES:** Each amusement device has a set rules posted on the front of the inflatable. Customer acknowledges that these written instructions are available to all patrons participating in the amusement activity. Special Events provides an attendant with each amusement device to enforce the rules.

**CANCELLATION AND WEATHER POLICY:** A sixty (60) day written notice is required to cancel your order and receive a full refund of your deposit. If your event is cancelled for any reason within sixty days of the event, the deposit is forfeited. Special Events cannot be held responsible for weather conditions that may delay setup or your event. If the customer elects to hold the event and Special Events is forced to strike equipment due to inclement weather, the total rental cost will be incurred. Due to insurance and safety requirements, the decision to strike equipment in rain, dampness, or high winds will be made by Special Events only. Amusements may be cancelled on site, prior to unloading, for a cancellation fee of 50% of the total amusement rental cost.

**EMERGENCY EVACUATION PLAN:** Customers should evacuate any tent in heavy rains, high winds, dangerous thunderstorms, or any other weather condition or acts of God where the stability of the tent is in question. Customers will be responsible for removing all property including but not limited to personal property, vehicles, and anything of value that can be damaged by the collapse of the tent in dangerous weather.