AGREEMENT TO HIRE and/or CROSS-HIRE

in accordance with the following Terms and Conditions

- **All items are to be returned clean and dry, unless the cleaning service has been pre-booked.**
- **Unused hired items cannot be refunded. Please do not ask, as refusal may offend.**
- **We are unable to offer terms of credit. Unpaid orders will not be delivered or dispatched.**
- **THE EQUIPMENT SUPPLIED FOR HIRE REMAINS THE PROPERTY OF THE OWNER, BEING DOLVI NOMINEES PTY LTD (TRADING AS MAIN EVENT HIRE):**
  All goods/hire items are not covered by insurance and full responsibility is with the Hirer. All items/hired goods are to be used for their designed purpose only. Main Event Hire accepts no responsibility or liability for damage to property or persons from the use of hire equipment once it has left our place of business.
- **YOU ARE RESPONSIBLE FOR CHECKING THE ITEMS WHEN COLLECTING or UPON DELIVERY:**
  All equipment is checked, counted, and cleaned prior to delivery or collection from our premises (1, 18 Yampi Way Willetton). You **MUST** notify the owner of any discrepancy, breakage, missing, or dissatisfaction within 12 hours of receiving the equipment. MEH is contactable 24/7 by email info@maineventhire.com.au. Any complaints received after this period will not be entered in to, and Main Event Hire reserves the right to charge the full cost of the hire should this condition not be met. The Hirer acknowledges that they are aware of the proper use for which the goods are designed, have inspected the goods, and agree the goods are in clean condition, good working order, and fit for the purpose. If upon return to the owners premises, or upon collection, the hired goods are found to be unclean, damaged, missing, not in the same conditions as delivered/collected, or not in good working order then the Hirer shall pay the Owner the full expense and costs incurred in order to return the goods to clean, working condition or full replacement costs where repair is not possible or replacement is required.
- **"COLLECT" from our warehouse:**
  The Hirer is to arrange pickup, safe and secure loading, and transport from the Owners premises. Ropes, tie downs, and drop sheets are to be used to protect the goods during transit and to ensure secure transport. These must be provided by the Hirer. The Owner reserves the right to refuse collection of the items if these conditions are not met, and if the mode of transport is unclean, or likely to cause damage to the Owners goods.
- **"DELIVERY" and "PICKUP" by Main Event Hire:**
  A safe, dry, and secure storage area must be provided for the goods to be left and the Hirer or nominated person must sign for receipt and responsibility of the goods. Goods will not be delivered/left at an unattended site. Delivery includes unloading the goods to a nearby designated area and, where stipulated, includes setup. Should the goods need to be carried up stairs or for distances further than 15m from the delivery parking area, additional costs will apply. In the instance the Hirer does not advise of the extended delivery requirements, the Owner reserves the right to apply a second full delivery rate to the total charge. A designated collection time/place is to be advised and agreed upon by both parties (Owner and Hirer). **If the goods are not ready to be collected (packed, clean, accessible) as per the arrangement, an additional charge of $45 per hour or part thereof, to cover labor and holdup costs will be applied to your invoice.**
- **BOND IS COMPULSORY FOR ALL HIRES:**
  Credit Card
  By providing your credit card details, you (the hirer) authorise us to retain your credit card details on file and charge this card with the amount shown on the relevant invoice for any charges relating to breakage, loss, repair, or additional cleaning if not paid by other means within 7 days of the relevant invoice being issued. Credit card surcharges will apply to this transaction. If you do not wish for your credit card details to be retained on file or used for the purpose of payment, you must notify us in writing prior to receiving your hired items.
  Cash
  If a credit card is not available, a $200 Cash Bond will be included on your invoice for full payment prior to dispatch. Refund of the bond is at the Owners discretion. Refund is by bank transfer within 7 days of the end of hire, or by cash in the instance the owner is able to do so at the time. Upon return to our premises, should any item be found to be unclean, missing, damaged, or require replacement then the Hirer will forfeit the bond to the Owner. In addition to the Bond, the owner will invoice the hirer for any charges relating to breakage, loss, repair, or additional cleaning of the item/s.
- **HIRE PERIOD IS 4 DAYS:** The 4 day hire period includes day of collection/delivery and day of return. Eg. Collect/receive Friday and return by Monday 5pm.
  Unless other arrangements have been made and agreed upon which will be confirmed on your booking invoice. Overdue returns will incur the full hire charge per day received late, up to and including the day of return. Extended hire is available, and extended hire rates are available upon request.
- **ALL BOOKINGS REQUIRE A 20% DEPOSIT TO CONFIRM:**
  If the deposit is not paid within 7 days of the hire date, the Owner does not guarantee the availability of the requested items. Bookings are confirmed by email or phone. Deposits can be paid by cash, cheque, credit card, eftpos, or direct debit.
- **NOTICE FOR LINEN HIRE:** Damage to linen includes but is not limited too mildew, tears, cuts, sparkler splatter, candle wax, any burn marks, writing, pen marks etc. Damage requires full replacement cost of item/s. To prevent mildew, please ensure damp cloths are aired until dry.
- **NOTICE FOR CARPET HIRE:**. Shake carpet well before rolling. Do not use in wet weather or on wet surface's. These are suggestions, and do not limit the Hirers responsibility to ensure the carpet is returned in a satisfactory condition. Upon return, the carpet will be inspected for cleanliness and damage, and Owners discretion will determine any refund or charges for cleaning, repair or replacement.
- **NOTICE FOR MARQUEE HIRE:** No open fires in or near marquees. No streamers in or near marquees (dye is impossible to remove and damages the surface). Do not stick or attach anything to the marquee canvas or frame. Take care with any lighting you put in the marquee as hot globes/items can melt or burn the canvas.
- **NOTICE FOR COOLROOM HIRE**: Must be returned clean and dry. The Coolroom is powered by a standard power point. A current drivers licence and $500 Bond is required.
- **NOTICE FOR AUDIO HIRE/ JUKEBOX HIRE/ COOL ROOM HIRE/ STRUCTURED MARQUEE HIRE/ LINEN HIRE:** These items are cross-hired and remain the property of the business they have been sourced from. Any missing, damage, or breakage associated with the hire of these items will be forwarded to you, as the hirer, on the understanding and acceptance these items have been sourced and provided to you as a service offered by MEH. All responsibility for the care and proper use of these items is accepted by you, the hirer.

BREAKAGE, LOSS, DAMAGE, ADDITIONAL CLEANING CHARGES (per item). If an item is not listed the cost of full present day replacement value will be determined and charged in accordance with this agreement. Expenses associated with any loss of hire and business interruption will be included.

GLASSES	
All Glasses (unless specified)	$4.50
Martini, Brandy, Irish Coffee, Coco Grande, Margarita	$7.00
Jugs / Carafes	$25.00
CUTLERY	
Knives,forks, Spoons	$2.00
Servingutensils,Tongs,etc each	$5.00
CLEANING	
Returned unclean or requires extra cleaning	$35 per hour/part thereof as required
OUTDOOR and CATERING EQUIPMENT	
Repair or Replacement	Price to be obtained
LINEN	
330 Round White/Black	$200.00
300 Round White/Coloured	$110.00
230 Round White/Coloured	$60.00
Trestle White /Coloured	$40.00
Large Trestle White/Black	$80.00
Square 180X180 White/Coloured	$40.00
Square 140X140 White/Coloured	$30.00
Overlays (Satin or Organza)	$30.00
Napkins	$10.00
Chair Covers and Lycra Chair Covers	$30.00
Lycra Bar Covers	$80.00
Bows, Lycra Bands, and Table Runners	$20.00
Table Skirting	$200.00
Trestle Cloth with Skirt attached	$200.00
CROCKERY	
Dinner	$15.00
Entrée Plates, Soup/Bowls assorted sizes, Glass Dessert Bowls	$10.00
Side	$8.00
Cups, Mugs, Saucers	$7.00
CARPET	
Professional cleaning	$200.00
Replacement	Price to be obtained
CHAIRS	
Pipee White/Grey	$35.00
White Folding	$60.00
Childrens Chairs Blue/Red	$17.00
TABLES	
Trestle 6ft/7ft	$100.00
Bar Tables	$200.00
Bar Table Top Only or Leg Only or Base Only	$100.00
Round 1800	$350.00
Round 1200	$200.00
Round 1070	$170.00
Round 900	$150.00
LIGHTING/ELECTRICAL EQUIPMENT & MISCELLANEOUS	
Repair or replacement	Price to be obtained
Festoon Globes	$6.00
Fairy Lights	$50.00

CANCELLATION:

Request to cancel must be received in writing (email) and will be confirmed by return email.
Full cancellation within 14 days of hire = 20% deposit is non-refundable.
Full cancellation within 7 days of hire = 50% of the total hire cost is payable.
Changes within 7 days = Changes and/or removal of items incur 50% of the item hire cost.
Failure to collect at confirmed date/time = Full amount payable.
The above charges will be made to the credit card you provide as Bond, unless otherwise arranged.
This applies to orders made within the 14 and 7 day timeframe.
The Main Event Hire Cancellation policy is STRICTLY ADHERED TO.

BOND: I (The Hirer) am the lawful owner of this credit card and provide this card as Bond for my hire:

Name as shown on the Card:

Card #:

Expiry: CVC: Visa/MC:

Do you authorise MEH to process the final payment from this card? Yes ☐

DECLARATION: I (the Hirer) have read and unconditionally accept the above terms and conditions of hire, and sign with full understanding of the agreement being entered into:

Print Name: Date:

Signature:

** Upon completion of your hire (including time required to clear payment of any breakage/replacement arising from the hire) this Agreement is destroyed.*

(Office Use: Cash Bond Held?)

INV #

** No Agreement – No Hire **