



Equipment Rental Agreement

Parks, Recreation & Culture Department
 Box 170 Revelstoke, BC, V0E 2S0
 Phone: (250) 837-9351 Fax: (250) 837-9355
 Email: prc@revelstoke.ca

AGREEMENT DETAILS

| | |
|---|-----------------|
| Contact Name: | P/U Date: |
| Ph: | P/U Time: |
| Organization: | Return Date: |
| E-mail: | |
| <i>For office use only</i> | |
| A/N Permit: | |
| Deposit Paid: Yes No N/A | Deposit Method: |
| Inspected OK to Return Deposit Deposit Returned | |

| Equipment Rented | Price (per day) |
|------------------|-----------------|
| | |
| | |
| | |
| | |
| | |
| | Total: |

TERMS OF AGREEMENT

DEPOSIT: A deposit of **\$100.00** is required prior to rental of any equipment with the exception of the stage rental, which requires a **\$500.00** deposit. Deposit to be reimbursed when equipment is returned clean and with no damages. If deposit is paid VIA Interac or by cash, reimbursement will be done by cheque and could take up to three weeks to process. The Renter/User group shall be responsible for the replacement cost of any equipment that is damaged, stained, destroyed, or lost during the rental use. **Initial:** _____

PICK UP / DROP OFF: Pick-up & drop-off times must be determined in advance. Please remember to check in at the front desk when returning equipment. If required, please arrange alternate times with the front desk.

PLEASE NOTE: The equipment bookings are confirmed upon receipt of deposit. Full payment is required BEFORE any equipment leaves the building. Rental rates are on a PER DAY basis. Any equipment not picked up or returned as outlined in the agreement will incur full rental fees.

I have read and agreed to the Terms & Conditions of this equipment rental agreement and agree to abide by them.

Signature of Renter

City Representative

Date