

# Highway 55 Rental Delivery Agreement



## Reservation Down-Payment and Security Deposit

Thank you for choosing Highway 55 Rental. Your attached reservation includes the non-refundable down payment applied to your credit card today, which will secure your equipment. The remaining balance on the contract will be charged to your credit card one day prior to the delivery date in addition to a \$100 security deposit. The security deposit will be refunded in full upon picking up the equipment, assuming the equipment is accessible, returned to original delivery location and there is no damage to the equipment, parts missing or extra labor required.

## Equipment Cancellation Policy

If for any reason you decide to cancel some or all of the items on your reservation, a cancellation fee equal to 50% of the original rental rate of *each item cancelled* will be assessed against your original down payment or charged to your credit card if necessary. Cancellations made within 24 hours of the *delivery date*, may be subjected to a 100% cancellation fee.

## Standard Delivery and Pickup Section (CUSTOMER MUST FILL OUT)

First Name Last Name Contract # (attached to email)

Street Address 1 Street Address 2 (suite/room)

City State Zip Delivery Day Phone #

Special Delivery Instructions (additional charges may apply. Refer to Standard Delivery Procedure & Guidelines below\*)

Date of Your Event Time of Your Event

If Highway 55 Rental is installing your canopy describe the location of where it will be installed

### \*Standard Delivery Procedure & Guidelines

Standard delivery and pickup rates include delivering the equipment to the requested address and dropping it on driveway, in/near garage, near front door/entrance or loading dock. If customer is not home, we'll typically place equipment next to garage (on the driveway) or near the front door. Please have equipment stacked in the same place that it was delivered to avoid **additional labor charges (ie backyard delivery, carrying equipment long distances)**.

Please sign and email (emailus@55rental.com) or fax (763-478-2937). Once we have received your signed form back, you'll receive an email confirming your order has been added to our delivery schedule. Your order **will only be considered finalized once this process is complete**, so please be sure to check your email (including your junk mail folder) to ensure it was not filtered as spam.

Your digital signature on this form confirms you understand & agree to these terms as well as agree to giving Highway 55 Rental permission to charge the remaining balance plus a \$100 security deposit to your credit card on the day of delivery whether you are home or not. By giving this permission you agree to pay all appropriate charges put on your credit card.

I have filled out the above form in its entirety and agree with the terms described above:

Digital Signature (check box):

Date:

Name Printed:

Email address to send confirmation:

Thanks again for choosing Highway 55 Rental. We strive to do everything we can to ensure our rental equipment helps make your event a success. Please call us at 763-478-6448 with any questions regarding your reservation or delivery.