

**Classic Party Rentals**  
**Rental Agreement Terms and Conditions**

By signing this Contract, I agree to rent from Classic Party Rentals the equipment listed for the prices and length of time on the contract subject to the following terms and conditions:

1. I agree to take care of the equipment and use it in a proper manner.
2. I agree to return the equipment, with all attachments, accessories and parts to Classic Party Rentals in the same condition as originally received.
3. If the equipment is lost, destroyed, or damaged I promise to pay Classic Party Rentals in cash its full replacement or repair value. I understand that Classic Party Rentals will immediately apply any deposit or credit card pre-authorization towards the replacement value and/or overdue fees.
4. If at any time the equipment becomes unsafe or is in a state of disrepair, I shall immediately stop using the equipment and notify immediately Classic Party Rentals that the equipment is unsafe and in disrepair. I further agree to take all steps necessary to prevent injury to any person or property until possession of the equipment is returned to Classic Party Rentals. After hours notification can be made at 708-570-1701.
5. Classic Party Rentals does not refund or change policies due to weather or other "Acts of God".
6. If I wish to rent the equipment for additional time, I agree to notify Classic Party Rentals and obtain prior written approval. (Applicable additional rental fees may apply) I agree to pay an additional rate for all overtime the equipment is in my possession.
7. I agree not to sublease any equipment I have rented through Classic Party Rentals.
8. I agree to hold Classic Party Rentals harmless for any claim for damages or injury which may arise out of the use, possession or malfunction of the equipment – if the equipment has been used improperly or in an unsafe manner or for something other than its intended use (for example standing on a chair). I agree to pay all charges associated with the Contract, including reasonable collection fees, attorney's fees, court costs or any other expenses incurred by Classic Party Rentals to enforce the terms of this Rental Agreement.
9. All rental rates are based on 24 hour use period unless otherwise noted. Longer-term rates are available for an additional fee.
10. Refunds will not be granted on rentals whether used or not once they have left the warehouse.
11. A charge will be added for items requiring excessive cleaning upon return.
12. All cancellations are refundable prior to 30 days of delivery date.
13. All cancellations within 30 days of delivery date are subject to 25% cancellation fee.
14. All orders canceled upon delivery will not be refunded.
15. I agree to pay a deposit of 50% of the rental rate that is required to reserve rental items. Balance is due prior to loading on the day before delivery. All rentals are payable in advance.

The "Customer" as set forth in the terms and conditions above, agrees to pay for all services and equipment provided by Classic Party Rentals. This includes all breakage, loss, and additions made by Customer or its agents. Customer agrees to the Terms and Conditions set forth above which are expressly incorporated in all invoices from Classic Party Rentals.

SIGNATURE: *Jim Daley* PRINT: Jim Daley DATE: 4 / 8 / 15

DEPOSIT INFO	FINAL PAYMENT
Deposit of : _____	Balance due by: _____ (If no date indicated than balance is due 48 hrs prior to first day of delivery.)
Due by: _____	
Order #: _____	

**CREDIT CARD AUTHORIZATION**

CARD # _____	TYPE: MC - VISA - DISC - AMEX	Order #: _____
NAME ON CARD: _____	CID#: _____ (4 or 3 Digit #)	Customer #: _____
CARDHOLDER ADDRESS _____	EXPIRES: ____/____/____ (Mo./Yr.)	Client Name: _____
	Phone #: _____	

I / WE authorize Classic Party Rentals to charge all orders associated with the Event Summary Name listed above.  
 I / WE agree to the Terms and Conditions set forth above which are expressly incorporated in all invoices related to this ord



SIGNATURE: \_\_\_\_\_ PRINT: \_\_\_\_\_  
 DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Jeannette K. Roberts**

Keep Card of File No \_\_\_\_\_ Yes



April 1, 2015

Village of Homer Glen  
14933 S. Founders Crossing  
Homer Glen, IL 60491

Thank you for choosing Classic Party Rentals as your rental provider for Homer Fest 2015.  
Listed below are some important payment details, per the rental contract:

- Net 30 days-Full payment is due within 30 days of the Event date.
- Events over 10K require a deposit of 50% of the total to reserve rental items.  
**Deposit required for Homer Fest 2015 is \$8018.11**  
Balance due within 30 days of Event date.
- Late payment charge equal to and the lesser of 1.5% per month (18% per year) or the maximum permitted by law shall be charged by Classic for all past due amounts.
- Any disputes must be resolved within 14 days of the Event completion date.

If you have any questions or concerns regarding our credit terms, please call Kim Williamson, Office Manager, who will be more than happy to discuss your account with you.

We look forward to your orders and the opportunity of serving you.

Sincerely,

Kim Williamson

708-485-8462

[kawilliamson@classicpartyrentals.com](mailto:kawilliamson@classicpartyrentals.com)



9480 W. 55th Street, McCook, IL 60525  
 Phone: 708-485-8010 | Fax: 708-485-9074  
 WWW.CLASSICPARTYRENTALS.COM

# QUOTE

EVENT\_1228478

Order 0001228478-9  
 Date 12-30-2014  
 Customer 345156  
 Printed by JROBERTS

<b>B I L L  T O</b>	VILLAGE OF HOMER GLEN ATTN: YELANA BOWES 14933 S. FOUNDERS CROSSING HOMER GLEN, IL 60491 DIR: 708-301-0632 EMAIL: YBOWES@HOMERGLEN.ORG	<b>S H I P  T O</b> HOMER COMMUNITY FESTIVAL ATTN: YELANA BOWES / MIKE COSTA 14400 W. 151ST STREET (151ST ST. & CREME RD) HOMER GLEN, IL 60491 TEL: 708-301-0632
		<b>P I C K  U P</b> SAME AS SHIP TO ADDRESS

Day	Date	Time	PO#:	Ordered by:	MIKE COSTA
Install:	TUE	06/23/2015 08:00 AM TO 04:00 PM	Order Descr:	# of Guests:	
Event:	THU	06/25/2015 01:00 PM TO 11:00 PM	Referred by :	Salesperson:	SAL SALVATORI
Pick-Up:	MON	06/29/2015 08:00 AM TO 04:00 PM	Telephone# :	Entered by:	JROBERTS
				Terms:	C.O.D

**DELIVERY:INSTALL 80 X 150 FIRST - INSTALL BY NOON ON WEDNESDAY**

Quantity	Return	Description	Unit Price	Total
		CLASSIC PARTY RENTALS AGREES TO NAME THE VILLAGE OF HOMER GLEN, HOMER TOWNSHIP AND THE HOMER TOWNSHIP HIGHWAY DEPARTMENT AS AN ADDITIONAL INSURED.		
		GENERAL PERMIT DISCLAIMER		
0		MANY MUNICIPALITIES REQUIRE PERMITS FOR TENTS AND	\$0.00	\$0.00
0		OTHER EVENT RELATED SERVICES. THE CUSTOMER ASSUMES	\$0.00	\$0.00
0		ALL RESPONSIBILITY FOR SECURING ANY & ALL PERMITS	\$0.00	\$0.00
0		RELATED TO THIS EVENT. CLASSIC PARTY RENTALS MAY	\$0.00	\$0.00
0		BE CONTRACTED TO OBTAIN PERMITS IF NECESSARY.	\$0.00	\$0.00
0		IN THE EVENT THE CUSTOMER CHOOSES NOT TO SECURE A	\$0.00	\$0.00
0		PERMIT, THE CUSTOMER ASSUMES ALL LIABILITY AND IS	\$0.00	\$0.00
0		RESPONSIBLE TO PAY ALL FINES, FEES, AND EXPENSES	\$0.00	\$0.00
0		INCURRED AS A RESULT OF TICKETING OR EMERGENCY	\$0.00	\$0.00
0		SERVICES.	\$0.00	\$0.00
0		*****	\$0.00	\$0.00
		*****		
		*****		
		THE CLASSIC TEAM MEMBERS READY TO HELP YOU ARE:		
		STEPHEN SALVATORI "SAL" 630-675-3308		
		JEANNETTE ROBERTS 708-485-8581		
		AFTER HOURS 708-570-1701		
		*****		
		***** DELIVERY INFORMATION *****		
		INSTALLATION MUST BE COMPLETE BY: WED, 6/24/15 - 12:00PM		



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Order 0001228478-9  
 Date 12-30-2014  
 Customer 345156  
 Printed by JROBERTS

Quantity	Return	Description	Unit Price	Total
		.EVENT USE DATE(S): JUNE 25-28		
		EVENT TIME(S): 12:00PM - 11:00PM		
		.		
		STRIKE/ PICK UP MUST BE COMPLETE BY: MON, 6/29 - 8:00PM		
		.		
		SITE CONTACT: MIKE COSTA		
		SITE CONTACT PHONE: 708-514-7675		
		.		
		SURFACE: GRASS FIELD - STAKING		
		*****		
		***** RENTAL ITEMS *****		
		**TENTING**		
		INSTALL FIRST		
1		TENT, 80'X150'X10' DOUBLE CENTER POLE	\$9,600.00	\$9,600.00
1		ITEM DISCOUNT FOR TENT, 80'X150'X10' DOUBLE CENTER POLE	-\$1,158.00	-\$1,158.00
-1		DISCOUNT (CUST GOODWILL)	\$1,097.46	-\$1,097.46
12		SIDEWALL, POLE/FRAME 10'X20' U/W	\$55.00	\$660.00
		SIDEWALL FOR 120' = 80' SIDE & 20' UP EACH SIDE OF NORTH END OF TENT		
		SIDEWALL FOR ENTIRE SOUTH END OF TENT AND 20' UP EACH SIDE		
10		BURGEE FLAG, BLUE	\$16.48	\$164.80
1		TENT, 20'X60' FRAME - 8' LEG HEIGHT	\$1,380.00	\$1,380.00
1		ITEM DISCOUNT FOR TENT, 20'X60' FRAME - 8' LEG HEIGHT	-\$341.76	-\$341.76
-1		DISCOUNT (CUST GOODWILL)	\$134.97	-\$134.97
		NO SIDEWALL		
2		TENT, 15X15 FRAME - 8' LEG HEIGHT	\$267.22	\$534.44
4		COUNTER, 15' W/WHITE SKIRT	\$23.18	\$92.72
4		ITEM DISCOUNT FOR COUNTER, 15' W/WHITE SKIRT	\$0.00	\$0.00
		NO SIDEWALL		
8		TENT, 15X15 FRAME - 8' LEG HEIGHT	\$267.22	\$2,137.76
16		COUNTER, 15' W/WHITE SKIRT	\$23.18	\$370.88
16		ITEM DISCOUNT FOR COUNTER, 15' W/WHITE SKIRT	\$0.00	\$0.00
16		SIDEWALL, POLE/FRAME 8'X15' MESH	\$30.00	\$480.00
2,250		FLOOR, PER SQ FT PORTA FLOOR	\$0.62	\$1,395.00
2,250		ITEM DISCOUNT FOR FLOOR, PER SQ FT PORTA FLOOR	\$0.00	\$0.00
1		(11) 15' X 15' FLOORS FOR 15' X 15' TENTS	\$0.00	\$0.00
1		TENT, 10X10X8 FRAME	\$150.00	\$150.00
1		ITEM DISCOUNT FOR TENT, 10X10X8 FRAME	-\$4.00	-\$4.00
-1		DISCOUNT (CUST GOODWILL)	\$18.98	-\$18.98



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Order 0001228478-9  
 Date 12-30-2014  
 Customer 345156  
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Quantity	Return	Description	Unit Price	Total
4		SIDEWALL, POLE/FRAME 8'X10' U/W	\$17.50	\$70.00
		<b>**BARRICADE** ** SET **</b>		
12		BARRICADE, FLAT BASE METAL 8'L X 45"H	\$28.00	\$336.00
12		SETUP/DOWN BARRICADE	\$5.00	\$60.00
		<b>**TABLE**</b>		
		***** NO SET-UP OF TABLES *****		
90		TABLE, WOOD TOP 8'X30"	\$9.55	\$859.50
6		TABLE, WOOD TOP 30"X42" T ROUND	\$13.00	\$78.00
		<b>**CHAIR**</b>		
		NO SETUP FOR CHAIRS		
700		CHAIR, FOLDING CHARCOAL/CHARCOAL	\$1.55	\$1,085.00
		OUTDOOR FESTIVAL CHAIR		
		***** MISCELLANEOUS ITEMS *****		
1		DELIVERY & PICKUP, ZONE 1	\$170.00	\$170.00

RENTAL TOTAL:	19,394.10
SALES TOTAL:	.00
MISC. TOTAL:	230.00
STD.DISCOUNT ( 13.00 %):	-832.72
OTHER DISCOUNTS:	-2,755.17
TAX TOTAL:	.00
INVOICE TOTAL:	16,036.21
PAYMENTS / CREDITS:	.00
<b>BALANCE DUE:</b>	<b>\$16,036.21</b>

**CANCELLATION POLICY:**

When you confirm your order, we reserve our rental inventory for your special event. Orders cancelled between 7 and 30 days prior to delivery are subject to a 25% cancellation charge. Orders cancelled between 1 and 7 days prior to delivery are subject to a 50% cancellation charge. Orders cancelled between 1 day and the close of business the business day prior to delivery are subject to a 75% cancellation charge. Cancellations after the close of business the business day prior to delivery are subject to a 100% cancellation charge. Other charges may be applicable if the Company has already incurred expenses pertaining to your order.

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**MEMO**

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**TO:** CAMERON DAVIS  
**FROM:** SUE STEILEN  
**DATE:** 4/8/2015  
**RE:** CLASSIC PARTY RENTAL AGREEMENT

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The attached tent rental agreement from Classic Party Rentals is for the chosen tent supplier for the Homer Community Festival. Mike Costa conducted the search for tent suppliers. Class Party Rental was the only supplier that could provide the size of tents needed for the festival. The price for tents has gone up. Last year, there was a problem with the then chosen supplier and Classic Party Rental came in and honored the pricing of the original supplier. This year the tent prices went up, tent sizes were increased and additional items were needed such as ~~fl~~ and 100 extra chairs.

A deposit for \$8018.11 is to be submitted with this

Cameron,

I gave copies of  
the minutes + IGA  
to AP for processing  
the deposit of \$8018.11

The contract total is  
\$16,036.21, so  
it requires yours  
and the Mayor's  
signature.

Sue