



Contract for Services
 Tickety-Boo Party Props on Facebook
TicketyBooProps@gmail.com
 Phone: (509) 670-3734
 2020 N. Ashland, East Wenatchee WA 98802

*** Required Fields**

This is a contract between Tickety-Boo Party Props and,

*Client Full Name		*Event Date & Time	
*Client Address		*Client City & Zip	
*Phone		*Secondary Contact	
*Email		*Second Contact Phone	
*Event Name		*Second Contact Email	
*Venue		Venue Address	
Venue Contact		Venue City & Zip	
*Pickup Date/Time		*Return Date/Time	
Pickup Contact	*Name *Phone	Return Contact	*Name *Phone

Services to be Provided:

Theresa Filbeck, or her representative, hereinafter called "Tickety-Boo Party Props" or "TBPP", will provide the following services at the prices indicated.

Initial_____ Equipment Rental: is when the client rents merchandise or other equipment from TBPP.

- For a typical event, client may arrange to pick up as early as the prior Thursday, with return by Monday before 6:30 PM.
- **All items must be returned to our shop in East Wenatchee by 6:30 PM on Monday following the event or be subject to late charges.**
- All items need to be placed back into the labeled storage totes for return; if storage totes are not returned, those totes will be subject to replacement fees.
- There may be slight imperfections and variances in the rental items.
- In the event of TBPP not having the exact item available, we may substitute with a similar item.
- We reserve the right to refuse service.
- WA State sales tax applies.

Initial_____ Special Items:

Chalkboards:

- Client understands that chalk pens are not to be used on chalkboards; subject to replacement fee if used.
- Only stick chalk use on chalkboards

Initial_____ AGREEMENT:

TBPP agrees to provide the agreed equipment in a timely fashion as agreed upon.

The **Client** agrees to:

- Be timely with deposits and payments, including full payment for our equipment and services by 14 days before pickup.
- No refunds, changes or reductions within 14 days of pickup.
- Checks accepted up until 14 days before pickup. After that time, credit card, cash and cashier's check will be the only forms of payment accepted.
- If you find anything is in non-working order, you need to contact us before your event, so that we can make it right.
- Keep all items out of the rain, to prevent damages.
- Return all equipment back in storage totes and in the same condition as it was provided (boxes, storage containers, bubble wrap etc.)
- Pay the replacement price for any damaged or missing items at the time of return, including authorizing TBPP to charge a credit card for late, missing or damaged items.
- Client recognizes that TBPP will regard unreturned and unpaid items as theft.

Initial_____ CONTRACT/PAYMENTS/DEPOSITS:

- There will be a One Hundred Dollar (\$100) damage deposit included in the total price of the rental that will be refunded in full after conclusion of event if the merchandise is properly returned and undamaged
- Fifty percent (50%) of the total fee is regarded as a scheduling deposit and is due at the time of booking by cash, check, PayPal or credit card. For PayPal click on the "PayPal" button on my contact page and enter amount, I can email you the PayPal invoice or you can send money to my PayPal ID (Ticketybooprops@gmail.com). Client may sign, scan and e-mail the contract or send it by mail or in-person. The signed contract and the deposit hold the date of the client's event on the TBPP calendar. If the event is canceled, the client forfeits this deposit. Any revisions with the balance of the total fee are due 14 days before the date of pickup.

Rental Agreement

Client Name/s: _____
Address: _____ Apt# _____
City, State, Zip: _____
Phone #: _____ Secondary Phone# _____
Email: _____

This agreement is effective as of _____ (date) by and between Tickety-Boo Party Props and _____ (Client). In this agreement, the party who is contracting to provide services shall be referred to as Tickety-Boo Party Props and the party who will be receiving the services shall be referred to as "The Client".

The Client plans to have their event on _____ (date) and they desire to have Tickety-Boo Party Props item and décor rental services. The Client will have their event at _____ (location) in _____ (City, State)

Description of Services:

Tickety-Boo Party Props will provide the following items for rental and services:

1.	_____ (Item)	(Quantity) x \$ _____	= _____
2.	_____ (Item)	(Quantity) x \$ _____	= _____
3.	_____ (Item)	(Quantity) x \$ _____	= _____
4.	_____ (Item)	(Quantity) x \$ _____	= _____
5.	_____ (Item)	(Quantity) x \$ _____	= _____
6.	_____ (Item)	(Quantity) x \$ _____	= _____
7.	_____ (Item)	(Quantity) x \$ _____	= _____
8.	_____ (Item)	(Quantity) x \$ _____	= _____
9.	_____ (Item)	(Quantity) x \$ _____	= _____
10.	_____ (Item)	(Quantity) x \$ _____	= _____

Damage Deposit= \$100

Total = \$ _____

The above items will be picked up from Tickety-Boo Party Props on _____ (Date) at _____ (Time). These items will then be delivered to Tickety-Boo Party Props on _____ (Date) at _____ (Time). Items will be available to be picked up the Thursday before event and must be returned no later than the following Monday after your event. Upon Collection of all rented items, each item will be examined for damage (stains, tears, cracks, chips etc.) If the items are determined to be free of the above mentioned, the client will receive a check in the amount of the damage deposit. This deposit shall be mailed within 10 days of the mentioned event.

Client Printed Name

Client Signature

Date

Tickety-Boo Party Props

Date

Items Received by (if applicable)
Phone: 509-670-3734

Date
E-Mail: TicketyBooProps@gmail.com