Total Frents

Please call or email Sam at Total Events at 518-383-8602 or samw@totaleventsny.com with any questions

SHOW INFORMATION

Exhibitor Contact Information

EXHIBITOR		_Booth _	TBD
Address			
PHONE	FAX		
Email			

Electrical Order

Equipment	Amps	Watts	Volts

ELECTRICAL REQUIREMENTS					
<u>QTY</u>	DESCRIPTION 5 Amp Single Outlet 20 Amp Single Outlet	<u>PRICE</u> \$ 50.00 \$ 75.00	<u>TOTAL</u> \$ \$		
	Power Strip	\$ 15.00	\$		

- 1. Total Events is responsible for the installation of your electrical distribution.
- 2. Order your power according to the amperage or wattage your equipment requires, <u>NOT</u> by the number of plugs you need. Each 120-volt circuit will be installed at the rear of the booth with no more than one grounded outlet guaranteed. Total Events will provide an extension cord from the electrical outlet to your booth, any additional extension cords or other electrical devices, such as a multiple outlet device, must be provided by you or rented from Total Events.

SUB TOTAL	\$
SALES TAX (7%)	
TOTAL	

4021 State Street info@totaleventsny.com www.totaleventsny.com Schenectady, NY 12304 518-383-8603(fax)

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FULL SERVICE DÉCOR & SPECIAL EVENTS COMPANY

Rental Agreement

Exhibitor _____

Booth #:

TERMS & CONDITIONS

Total Events will complete all work agreed upon in a professional manner. This agreement is contingent upon labor problems, accidents, and other delays beyond our control. Our responsibility is limited to the written terms. We will not be responsible for consequential damages.

PAYMENT

Deposits are due in advance to guarantee rented items, unless other arrangements have been made. No deletions may be made less than 48 hours before the delivery date. We will make every effort to accommodate last minute needs. Full payment is due upon delivery, unless other arrangements have been made between client and Total Events. We accept Visa, MasterCard, personal checks and cash. Early planning ensures product availability. Please see specific contract for deposit amounts.

ACCIDENTS

Total Events is a Limited Liability Corporation. Total Events LLC is not responsible for accidents or injuries caused directly or indirectly in the use of the rented item. All workers are covered by Workers' Compensation Insurance.

DAMAGED & MISSING ITEMS

All materials are to remain the sole property of Total Events. Responsibility for all items will remain with the client from the time of receipt to the time of return. We charge for missing, broken and damaged items. Please be sure that equipment is secured and protected from the elements.

LIMITS OF LIABILITY

Total Events shall not be responsible for damage to uncrated materials; materials improperly packed or concealed damage. Total Events shall not be responsible for loss, theft or disappearance of exhibitor's material after same has been delivered to exhibitor's booth. Total Events shall not be responsible for loss, theft or disappearance of materials before they are picked up from exhibitor's booth for reloading after the show. Bill-of-lading covering outgoing shipments will be checked at time of actual pickup from booth and corrections made where discrepancies occur. Total Events shall not be responsible for any loss, damage or delay due to fire, Acts of God, strikes, lockouts or work stoppages of any kind or to any causes beyond its control. Total Events liability shall be limited to the physical loss of damage to the specific article which is lost or damaged, and in any event, Total Events' maximum liability shall be limited to \$0.60 per pound per article with a maximum of \$100.00 per item, or \$500.00 per shipment, whichever is less. Total Events shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenue, or for any collateral costs, which may result from any loss or damage to an exhibitor's material which may make it impossible or impractical to exhibit same. The consignment or delivery of a shipment to Total Events by an exhibitor, or by any shipper to or on behalf of the exhibitor, shall be construed as an acceptance by such exhibitor, (and/or other shipper) of the terms and conditions set forth.

ACCEPTANCE AGREEMENT

This agreement is valid for 30 days upon receipt. If you accept the conditions, please sign below and return to Total Events. If you have any questions, please do not hesitate to call.

Client Approval ____

Date _____

Total Events, LLC 518-383-8602 (office)

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