

The Best Seat in the House

Annika Lunceford

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Chair Cover Rental Contract

Client # _____ Name: _____

Address: _____

Telephone _____ Alternate Telephone: _____

Email Address: _____

Date of Function: _____ Expected Number of Chair Covers: _____

Chair Cover Color: _____ Bow Style: _____

Event Location: _____ Phone: _____

Event Start Time: _____ Event Finish Time: _____

Agreement

“The Best Seat in the House” will place polyester fabric chair covers and accents on the pre-arranged chairs at the location specified above. In the event the chairs are not pre-arranged, additional fees will apply. “The Best Seat in the House” will also be responsible for arranging a time for set-up and removal of the covers and accents with the events coordinator of the above location.

1. Terms and Conditions

The cost for the chair cover rental is \$2.50 per chair; which includes the white tulle accent, the cost for application and removal, and cleaning of chair covers. There is an additional charge of 50 cents to \$1.00 per chair for the use of other accents available. The cost of overlays is \$7.50 each.

There is a \$75.00 deposit required with the signed agreement. This deposit will be applied to the final bill. **The final chair count and the balance are due no later than 7 days before the event.**

Any charges for damaged and/or missing chair covers or accents will be billed to the client following the event. These additional charges are \$25.00 per cover, \$10.00 per accent and \$20.00 per overlay for any missing chair covers, accents or overlays. Fees for significantly damaged covers, accents or overlays are \$15.00 per cover and \$5.00 per accent and \$10.00 per overlay to encompass the cost of additional cleaning and/or repair.

The client agrees to pay a \$20.00 service charge for all returned checks. Best Seat in the House is not responsible for any accidents relating to the use of the chair covers. If Best Seat in the House is unable to fulfill this agreement due to unforeseen circumstances (i.e. natural disaster, extreme weather conditions), 110% of the paid amount will be refunded for the inconvenience.

2. Cancellation Policy

Please be aware that once we reserve a date for you, others may be turned away in order to honor our commitment to you. In the event that you need to cancel, notice is required 90 days before the event and the \$75.00 deposit may be forfeited. An additional fee may be required for cancellation beyond 90 days.

Client Signature: _____ **Date:** _____

**Make all checks payable to Annika Lunceford or The Best Seat in the House
3901 Faurot Drive, Columbia, MO 65203**