

MIMI RENTALS PARTY

EQUIPMENT RENTAL AGREEMENT

Tri-Cities, Washington | Customer Pickup by Appointment

This agreement is a practical small-business template. Have a Washington attorney review it before long-term use, especially after adding delivery, setup, tents, inflatables, or higher-risk equipment.

Agreement / Order Number: _____

Customer Full Name: _____

Phone: _____

Email: _____

Event Type and Location: _____

Event Date: _____

Pickup Date and Time: _____

Return Date and Time: _____

RENTED ITEMS AND CHARGES

Item	Quantity	Rate	Days	Line Total	Replacement Cost	Condition Out
Rental Subtotal				\$ _____		
Discount				\$ _____		
Delivery / Other Fee				\$ _____		
Sales Tax				\$ _____		
Rental Total				\$ _____		
Refundable Damage Deposit				\$ _____		
Total Due				\$ _____		

PAYMENT RECORD

Payment	Amount Due	Paid	Date	Method / Receipt
Reservation Payment				
Remaining Rental Balance				
Damage Deposit				
Other				

TERMS AND CONDITIONS

1. Reservation and confirmation. A quote or booking request does not reserve equipment. The order is confirmed only after Mimi Rentals Party receives the required reservation payment and a signed agreement. Inventory is rented on a first-paid, first-reserved basis.

2. Payment schedule. The reservation payment is 50% of the rental total, with a \$25 minimum. The remaining rental balance is due 48 hours before pickup. Same-day or last-minute orders must be paid in full before release of equipment.

3. Refundable damage deposit. A separate refundable damage deposit is required. The standard amount is 25% of the rental subtotal with a \$50 minimum; the minimum is \$75 when the popcorn machine is included. The deposit is not the final limit of the customer's responsibility for loss, damage, cleaning, or unpaid charges.

4. Deposit refund. After all equipment is returned, counted, cleaned as required, and inspected, the unused damage deposit will normally be returned within three business days to the original payment method when possible. Mimi Rentals Party may deduct documented charges for missing items, damage beyond normal wear, excessive cleaning, late return, or unpaid balances.

5. Cancellation and rescheduling. With at least seven calendar days' notice, the reservation payment may be transferred one time to another available date within 90 days. With less than seven days' notice, the reservation payment is non-refundable because inventory was removed from availability. Money already paid for a refundable damage deposit will be returned if equipment was never released.

6. Pickup and return. Pickup and return are by appointment. The customer must arrive during the confirmed time window and provide a vehicle suitable to transport the equipment safely. Mimi Rentals Party may refuse release when the vehicle or loading plan appears unsafe. The customer is responsible for securing the load after accepting the equipment.

7. Inspection and acceptance. The customer must inspect the items at pickup and report any existing defect before leaving. Photos, written notes, or both may be used to document condition. Acceptance of the equipment confirms that the listed quantity and condition are correct unless an exception is written on this agreement.

8. Proper use and supervision. Equipment must be used only for its normal intended purpose, on stable surfaces, and according to any instructions provided. Children must be supervised. Chairs and tables may not be stood on, dragged across damaging surfaces, overloaded, altered, painted, stapled, taped with damaging adhesive, or exposed to unsafe weather.

9. Popcorn machine. The popcorn machine must be operated by a responsible adult, kept dry, placed on a stable surface, and allowed to cool before cleaning or transport. Supplies are not included unless specifically listed on the invoice. The customer must stop using any item that appears damaged or unsafe and contact Mimi Rentals Party.

10. Linens and cooler. Linens must be returned dry and free from wax, permanent stains, burns, mildew, and damaging adhesive. The cooler must be returned empty, clean, and dry. Normal light cleaning is included; excessive cleaning may be charged at the amount listed on the invoice or price sheet.

11. Damage, loss, and replacement. The customer is responsible from the time equipment is released until it is accepted back by Mimi Rentals Party. The customer agrees to pay reasonable repair costs or the listed replacement cost for lost, stolen, destroyed, or non-repairable items, less any amount already retained from the damage deposit.

12. Late return. Late returns may prevent another customer's event. The late fee is 25% of the one-day rental subtotal for each hour late. After four hours, an additional full rental day may be charged. Contact Mimi Rentals Party immediately if an emergency may delay return.

13. Weather and outdoor use. The customer is responsible for protecting all equipment from rain, strong wind, mud, sprinklers, fire, extreme heat, and other conditions that could damage equipment or make use unsafe. Weather-related cancellation follows the cancellation policy unless Mimi Rentals Party agrees in writing to a different arrangement.

14. No transfer or subrental. The customer may not sell, subrent, lend, or transfer possession of the equipment to another person or business without written approval.

15. Injury and property damage. The customer is responsible for safe setup, use, supervision, loading, transportation, and storage after pickup. To the extent permitted by law, the customer accepts responsibility for claims or property damage caused by the customer's misuse, negligence, unauthorized modification, unsafe transportation, or failure to follow instructions. This clause does not excuse Mimi Rentals Party from responsibility that cannot legally be waived.

16. Collections and disputes. The customer agrees to pay lawful unpaid charges shown by the agreement, invoice, inspection record, photographs, receipts, or repair/replacement documentation. The parties should first try in good faith to resolve disagreements directly. Washington law applies, subject to any consumer rights that cannot be waived.

17. Entire agreement and changes. This agreement, the final invoice, written item list, and documented condition report make up the agreement between the parties. Any change must be confirmed in writing, including by an agreed email or text message.

CUSTOMER ACKNOWLEDGMENT AND SIGNATURE

By signing, the customer confirms that the information is correct, has read and accepted the agreement, authorizes the listed charges, and understands that a booking is not confirmed until required payment is received.

Customer Signature _____	Date _____
Printed Name _____	Government ID checked by: _____ _____
Mimi Rentals Party Representative _____	Date _____

PICKUP CONDITION RECORD

Item	Qty Out	Condition / Existing Marks	Photo Taken	Customer Initials

RETURN INSPECTION RECORD

Item	Qty Returned	Condition	Charge	Photo Taken	Customer Notified

Deposit refunded: \$ _____

Refund date and method: _____

Deductions and supporting notes:
