

# Special Events<sup>®</sup>

**VIRGINIA**

2020



**We Make Party Easy !!!**

Providing Quality Rentals For:

- Corporate Events
- Weddings
- Festivals
- Government Functions

Contact Information:

757 - 485 - 1212  
800 - 394 - 1057  
757 - 487 - 1102 Fax

**[www.VirginiaSpecialEvents.com](http://www.VirginiaSpecialEvents.com)**

**TABLE SIZE****SEATING****PRICE** Page 2

30" or 36" Round	2 - 4	7.73
48" Round	4 - 6	8.76
60" Round	8 - 9	10.30
72" Round	10 -12	15.45
9' Market Umbrella, Ivory	48" or 60" Tables	23.18
4' x 30" Banquet Table	4 - 6	7.21
6' x 18"	Conference Table	10.30
6' x 24"	Trade Show	8.24
6' x 30" Banquet Table	6 - 8	8.24
8' x 16" or 8' x 24"	Conference Table	10.30
8' x 30" Banquet Table	8 - 10	10.30
30" or 36" Cocktail	42" Tall	12.36
30" Cocktail, <b>Lighted</b>	White Spandex Cover	52.50
6' x 12" Bar Shelf	Table Riser	15.45
5' Serpentine	Serving Tables	12.36
Serpentine Bar Shelf	Table Riser	20.60
Setup / Strike Fee	Per Table	1.00



# CHAIRS

Bleachers	15' x 4' - 40 person seating	180.25
Black Samsonite	Fan Back	1.65
White Samsonite	Fan Back	2.06
White Resin	Wood Look, Padded Seat	3.61
Redwood Resin	Wood Look, Padded Seat	3.61
Gold Chiavari Ballroom Chair	Cushion - White or Ivory	5.15
Silver Chiavari Ballroom Chair	Cushion - White or Ivory	5.67
Deluxe VIP - Gray with Arms	Ceremony Chairs	7.73
Hotel Style Chair - Stacking	Ceremony Chairs	7.73
Brown Leather	Ceremony Chairs	25.75
Bar Stool	Back support or Wooden Stool	15.45
Gold VIP Cover	Chair Top Cover	3.61
Setup / Strike Fee	Per chair	0.25
Wicker Outdoor Furniture	7 Piece Outdoor Furniture Set	375.00



# LINENS

72" x 72" Linen	Overlay 48" / 6' and 8'	8.00
60" x 120" Linen	6' and 8' Banquet Tables to the lap	8.50
90" x 132" Linen	Full length for 6' Banquet Table	13.00
90" x 156" Linen	Full length for 8' Banquet Table	16.00
96" Round Linen	Full length for 36" Table	10.00
108" Round Linen	Full length for 48" Table	12.50
120" Round Linen	Full length for 60" and Cocktail Table	14.50
132" Round Linen	Full length for Cocktail with sash or 72" round	16.00



# SKIRTS AND NAPKINS

Napkins - Poly 20" x 20"	0.80
Sash for Cocktail Tables	3.00
Spandex Table Covers for 6' Banquet and Cocktail Tables	20.00
Spandex Table Covers for 8' Banquet	22.00
Table Skirting, 14' with Velcro Clips	14.00
Table Skirting, 21.5' with Velcro Clips	22.00
Grass Table Skirts, 14'	14.00

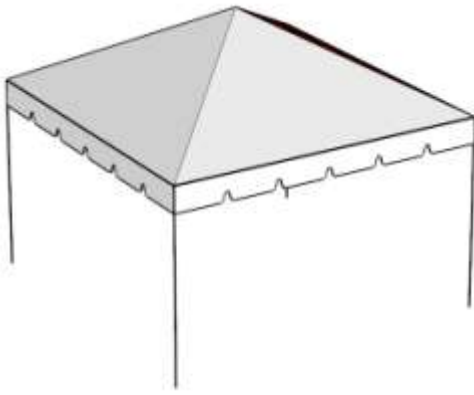
## PLASTIC KWIK COVERS

6' x 30" Fitted Plastic Kwik Cover	4.95
8' x 30" Fitted Plastic Kwik Cover	4.95
48" Round Fitted Plastic Kwik Cover	5.95
60" Round Fitted Plastic Kwik Cover	5.95



## PLASTIC VINYL COVERS

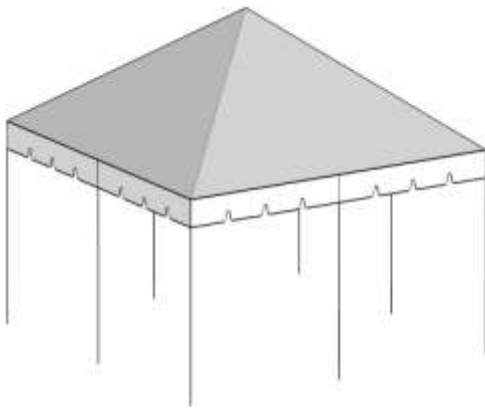
54" x 108" Plastic Cover - 6' or 8' Tables	2.25
84" Round Plastic Cover - Round Tables	3.95





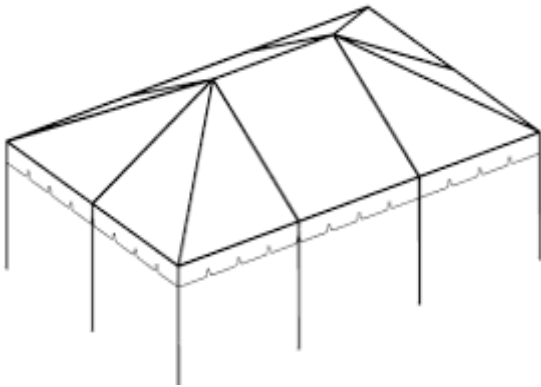
20 Guest Party Package  
15 x 15 Tent - 280.18

- 20  Black
- 3  48"
- 1  8' x 30"
- 1  4 Globe



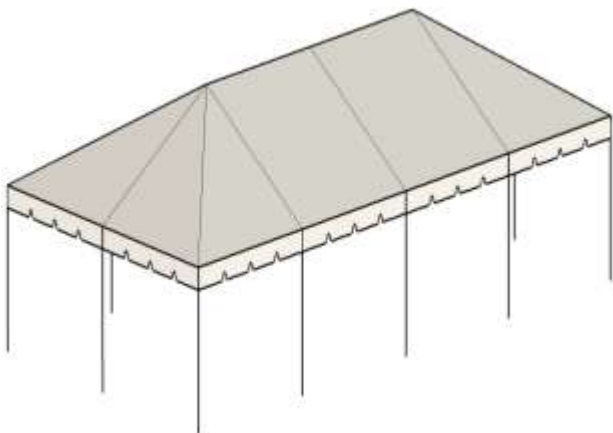
30 Guest Party Package  
20 x 20 Tent - 422.80

- 30  Black
- 3  60"
- 1  8' x 30"
- 1  4 Globe



50 Guest Party Package  
20 x 30 Tent - 531.50

- 50  Black
- 5  60"
- 1  8' x 30"
- 2  4 Globe



70 Guest Party Package  
20 x 40 Tent - 680.40

- 70  Black
- 7  60"
- 2  8' x 30"
- 2  4 Globe

Packages are for grass setups only additional fees will apply to asphalt setups.

Prices do not include delivery fee.

# TRADITIONAL FRAME TENTS

Tent Size	Standing	Seated	Price
10' x 10' Pop Up	PICKUP ONLY		79.00
10' x 10' Pop Up, Pink	PICKUP ONLY		100.00
10' x 20' Pop Up	PICKUP ONLY		131.00
6' x 10' Walkway			131.00
9' x 10' Walkway			131.00
10' x 10'	15 - 20	8 - 10	152.00
10' x 20'	25 - 40	15 - 20	236.00
10' x 30'	35 - 50	25 - 30	352.00
15' x 15'	40 - 50	25 - 30	205.00
15' x 25'	60 - 70	35 - 50	341.00
15' x 45'	100 - 120	50 - 60	420.00
20' x 20'	65 - 80	35 - 50	341.00
20' x 30'	100 - 120	60 - 75	415.00
20' x 40'	135 - 160	80 - 100	520.00



# JUMBO TRAC ENGINEERED FRAME TENTS

<b>Tent Size</b>	<b>Standing</b>	<b>Seated</b>	<b>Price</b>
30' x 30'	150 - 180	90 - 110	756.00
30' x 40'	200 - 240	100 - 120	1008.00
30' x 50'	250 - 300	125 - 150	1260.00
30' x 60'	300 - 360	150 - 180	1512.00
30' x 70'	350 - 420	175 - 210	1764.00
30' x 80'	400 - 480	200 - 240	2016.00
30' x 90'	460 - 520	220 - 260	2268.00
30' x 100'	500 - 600	250 - 300	2520.00
30' x 110'	555 - 660	275 - 330	2772.00
30' x 120'	600 - 720	300 - 360	3024.00
40' x 40'	270 - 320	160 - 200	1512.00
40' x 60'	400 - 480	240 - 300	2268.00
40' x 80'	450 - 540	270 - 335	3024.00
40' x 100'	660 - 800	330 - 400	3780.00
40' x 120'	800 - 960	400 - 480	4536.00
40' x 140'	930 - 1120	480 - 560	5292.00





Tent Size	Standing	Seated	Price
20' x 50'	165 - 200	100 - 125	709.00
20' x 60'	200 - 240	120 - 150	851.00
20' x 70'	230 - 280	140 - 175	987.00
20' x 80'	260 - 320	160 - 200	1103.00
20' x 90'	290 - 350	180 - 225	1197.00
20' x 100'	320 - 380	200 - 250	1292.00
20' x 110'	350 - 410	220 - 275	1386.00

## BAND SHELL TENTS

Large Bandshell	For 40' x 40' Stage	3360.00
Small Bandshell	For 32' x 20' Stage	1890.00
40' x 20' Bandshell	For 28' x 16' Stage	1045.00



Additional Delivery fees for weights over 10,000 lbs. will apply.

# EPIC POLE TENTS

<b>Tent Size</b>	<b>Standing</b>	<b>Seated</b>	<b>Price</b>
40' x 40'	270 - 320	160 - 200	1260.00
40' x 60'	400 - 480	240 - 300	1890.00
40' x 80'	450 - 540	270 - 335	2520.00
40' x 100'	660 - 800	330 - 400	3150.00
40' x 120'	800 - 960	400 - 480	3780.00
40' x 140'	920 - 1120	480 - 560	4515.00
40' x 160'	1060 - 1280	530 - 640	5040.00
60' x 60'	600 - 720	300 - 360	2457.00
60' x 90'	900 - 1080	450 - 540	3686.00
60' x 120'	1200 - 1440	600 - 720	4914.00
60' x 150'	1500 - 1800	750 - 900	6143.00
60' x 180'	1800 - 2160	900 - 1080	7371.00
60' x 210'	2200 - 2500	1050 - 1260	8600.00
60' x 240'	2600 - 2860	1200 - 1340	9828.00
60' x 270'	3000 - 3220	1350 - 1520	11057.00
60' x 300'	3400 - 3580	1500 - 1700	12285.00
80' x 80'	1060 - 1280	530 - 690	4704.00
80' x 100'	1320 - 1600	660 - 800	5880.00
80' x 110'	1460 - 1760	730 - 880	6468.00
80' x 120'	1590 - 1920	800 - 960	7056.00
80' x 150'	2000 - 2400	1000 - 1200	8820.00



## TENT WEIGHTS

Tent Weights, 350 lbs Concrete	21.00
Tent Weights, 500 lbs Concrete	26.00
Tent Weights, 700 lbs Concrete	31.00
Tent Weights, 1750 lbs Concrete	72.00
Tent Weight Covers, Vinyl	5.00



## SIDEWALL - Traditional and Epic

Tent Sidewall, Solid or Mesh, 7' or 8'	1.53 per ft
Tent Sidewall, Clear - 8' only	2.60 per ft
Tent Sidewall, Window, 7' or 8'	2.05 per ft

## SIDEWALL - JUMBO TRAC TENTS

Tent Sidewall, Solid Keder Trac	1.53 per ft
Tent Sidewall, Clear/Window Keder Trac	2.60 per ft

## DOORS - ALL TENTS

Tent Doors, Deluxe	309.00
Tent Doors, Economy	180.00

## TENT FLOORING

Tent Flooring, Wooden	1.25 per sq ft
Tent Flooring, Ultra Deck	1.00 per sq ft
Tent Carpet, Black	0.55 per sq ft

## Leg Skirts

Tent Leg Skirts, 7' or 8'	12.00
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# LIGHTING

Bulldog Light Tower, 1000 watts	77.30
Dimmer Switch, 1000 watt	25.80
Dover Chandelier, 9 light 540 watt	36.10
Flexi - Par, 575 watts	36.10
Four Globe Chandelier, 160 watts	36.10
High Bay, LED	72.10
Lighted Exit Sign	46.40
Par 64 LED light, Color Wash	36.10
String Lighting, C-9, 40'	41.20
String Lighting, Bistro 50'	77.30
Skybox 5, Wireless LED Up lights	46.40
Theatrical Spot Light	77.30



# HEAT AND COOL

Large Tent Heater, 170K BTU	335.00
Small Tent Heater, 80K BTU	232.00
Patio Heater, 40K BTU	103.00
Pedestal Fan, 30"	41.00
Versa Fans, 12" pole mounted - White	46.00
Versa Fans, 20" pole mounted - White	46.00
WayCool Fan	206.00
CoolBox Evaporative Cooler	98.00

## GENERATORS / DISTRIBUTION

Generator, 3000 watts	68.00
Generator, 6000 watts	85.00
Generator, 20 KVA Diesel Whisper Watt	385.00
Distribution Panel, 6 - 20 amp outlets	45.00
Extension Cord, 100' Tri Tap, White	10.00

A refueling charge will be added to all generator



## BLEACHERS - 15' X 4'

Seating 40

180.25

## STAGING

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8' x 8' Stage	123.50	Stage Steps	25.75 - 51.50
8' x 12' Stage	185.50	Stage Skirting - 12'	12.50
8' x 16' Stage	247.00	Stage Skirting Bunting, 21.5' x 32"	30.90
12' x 16' Stage	371.00	Stage Handrail (per ft)	4.12
12' x 24' Stage	556.20	ADA Compliant Ramp, 60'	1545.00
16' x 28' Stage	865.00	Stage sizes <b>are not</b> limited to these listings	



## Fencing / Barricades

Picket Fence	20.00
Mesh Snow / Construction Fence	1.25
Barricade	20.00



## PARQUET

8' x 20' Floor	248.00
12' x 12' Floor	222.00
16' x 16' Floor	396.00
20' x 20' Floor	618.00
24' x 24' Floor	890.00



## CHERRY WOOD

12' x 12' Floor	248.00
12' x 16' Floor	330.00
15' x 16' Floor	412.00
20' x 21' Floor	721.00
24' x 24' Floor	989.00



## PROMOTIONAL ITEMS

Balloon on Wheels - Customizable *	125.00
LED Sign Trailer - Customizable	125.00
Truss Archway, 14' x 12' or 7.5' x 9' - Customizable *	175.00
Welcome Archway, Inflatable - Customizable	125.00

# MILITARY CEREMONIAL ITEMS

Bunting, 21.5' x 32" Skirting	30.90
Bunting, 36" x 6' Fans	15.00
Bunting, 36" x 16" Fans	15.45
Bunting, 36" x 50' Rolls	50.00
Carpet Runner, 25' Red	36.00
Carpet Runner, 50' Red	70.00
U.S. Flag, 6' x 10'	25.00
U.S. Flag, 10' x 15'	50.00
U.S. Flag, 15' x 25'	75.00
Telescopic Flag Pole	25.00
State Flag and Stand	17.00
50 State Flags and Stands	850.00
Flag Pole and Base - Flag not included	10.00
Military Flag with Stand - Army Navy Air Force Marine Coast Guard	17.00
Flag Stand, Wooden Holds 5 Flags	45.00
Stanchion, Chrome	15.00
Stanchion Rope, Red or Black Velvet	12.00
Stanchion, Chrome - Retractable Black Belt	20.00





# CEREMONIAL ITEMS

Carpet Runner, 3' x 25' Pink	40.00
Carpet Runner, 3' x 50' Pink	75.00
Ceremonial Scissors, 25"	30.00
Ceremonial Scissors, 39"	40.00
Ribbon with Printed Date, 4" x 15'	35.00
Column, 36" Stone Finish, Ribbon Cutting	25.00
Gold Ceremonial Shovel	15.00
Ground Breaking Box, Does not include dirt	45.00
Easel, Gold Finish	29.00
Easel, Aluminum	10.00
Pipe and Drape, 3' tall	2.25 per ft
Pipe and Drape, 8' tall	3.50 per ft
Pipe and Drape, 12' tall - Navy, Black and White Only	7.50 per ft
Pipe and Drape Booth, 10' x 10', 3 sides - Tradeshow Style	39.50
6' x 24" Skirted Tradeshow Table	25.00
Stanchion, white metal with plastic chain	7.50
Stanchion, Chrome	15.00
Stanchion Rope, Red or Black Velvet	12.00
Stanchion, Chrome - Retractable Black Belt	20.00



# AUDIO / VISUAL EQUIPMENT

Bose Sound System, B1 with B2 Bass	295.00
Peavey Sound System	150.00
Peavey XP 684 Mixer	100.00
Peavey Messenger, 100 Watt	85.00
Professional Sound System w/ CD and Tape Deck, Deluxe	295.00
Professional DJ System with mixer and dual CD player	295.00
DJ in a Box with Peavey System	250.00
Wireless or Lapel Mic - Additional	50.00
Microphone Stand, Floor or Table	15.00
Mult (Press) Box	150.00
Sound Technician - 2 Hr	90.00
Sound Technician, Ceremony - 4 Hr	275.00



# AUDIO / VISUAL EQUIPMENT

Dell LCD Projector, 3500 Lumens	200.00
Projection Screen, 8' x 10'	125.00
Projection Screen, 6' x 6' Tripod	35.00
TV, 58" HDTV, LED Monitor w/stand	375.00
TV, 46" HDTV, LCD Monitor w/stand	325.00
Podium, Carpeted Finish w/Mic Holder	35.00
Podium, Dark Wood	45.00
Podium, Clear Acrylic	55.00
Podium, Clear Acrylic w/Aluminum Sides	75.00
Podium, Aluminum Truss	55.00
Spotlight, Large Theatrical	75.00
Skybox, Wireless LED Up Lighting	45.00
Generator, 3000 Watts Honda Powered	68.00



A refueling charge will be added to all generator rentals for events  
5 hours and longer.

# BANQUET SERVING EQUIPMENT

Buffet Boat, 3'	45.00	Dual Deep Fryer with Propane*	140.00
Cambro Food Carrier	18.00	Electric Food Warmer Cabinet*	90.00
Chafer, 5 Quart Round	18.00	6 Burner Stove/Oven with Propane	190.00
Chafer, 8 Qt Roll Top Lightweight	25.00	Grill, 2' x 5' Charcoal	75.00
Chafer, 8 Quart Roll Top Silver	28.00	Grill, 2' x 5' Propane, 2- 20lb tanks	175.00
Chest Cooler, 150 quart	20.00	Portable Bar, Carlisle 4'	100.00
Coffee Air Pot, 2.2 Liter Capacity	10.00	Portable Bar, Bamboo Tiki	125.00
Coffee Maker, 30 cup	20.00	Trash Can, 32 Gallon Brute	10.00
Coffee Maker, 100 cup	25.00	Trash Can Skirt, Fitted	3.00
Convection Oven with Propane	260.00	Trash Can Skirt, Velcro	3.00



# BANQUET SERVING EQUIPMENT

Concession Trailer w/Propane	175.00	Hand Wash Station, DUAL	125.00
Drink Dispenser, 9 Gallon	15.00	Hot Dog Cart, Stainless w/Propane	125.00
Drink Dispenser, 5 Gallon	10.00	Popcorn Machine, Gay 90s - Cart	85.00
Drink Tub, Blue Plastic	10.00	Portable BUFFET Bar, 6' w/4 bins	100.00
Drink Tub, Galvanized	30.00	Rolling Ice Bin, 200 lbs Capacity	45.00
Food Pan Holder, Large	18.00	Rolling Ice Bin, 75 lbs Capacity	30.00
Food Pan Holder, Single	12.00		



# WEDDING ITEMS

Balloon Tower, 7'	75.00	Column, 44" White	15.00
Balustrade, 48" x 29"	25.00	Column, 76" White	25.00
Balustrade, 36" x 36"	20.00	Fence, White 3' x 6'	15.00
Candelabra, Unity	15.00	Ferns, 40"	25.00
Candelabra, 7 Light	15.00	Ficus Tree, 5'	15.00
Candelabra, 9 Light	20.00	Floral Arrangement	60.00 per pair
Carpet Runner, 3' x 25' Pink	40.00	Floral Stand, White Metal 42"	20.00 per pair
Carpet Runner, 3' x 50' Pink	75.00	Kneeling Benches, White	30.00 per pair
Column, 36" or 48" Granite Finish	15.00	Privacy Screen, White Lattice	40.00 per pair
		Registry Stand, White	15.00



# WEDDING ITEMS

Balloon Arch, 2, 3 or 4 Colors	175.00 -195.00
Wedding Arch, Beach Themed Archway	45.00
Wedding Arch, White Metal	30.00
Wedding Arch, White Plastic on 76" columns	75.00
Wedding Arch, White Lattice with wooden base	40.00
Wedding Arch, White Wooden	65.00
Wedding Canopy with Sheer Drape	125.00
Wishing Well, White	15.00



Anchor, 29" Steel	15.00	Pelican, Metal 26"	20.00
Buoy Strings	15.00	Pier Posts with Rope	15.00
Channel Marker Sign	45.00	Ships Flag Set	45.00
Chesapeake Bay Blue Crab, Metal 18"	15.00	Ship's Wheel	35.00
Fish Netting, 10' lengths	12.00	Stone Crab Pot	25.00
Grass Table Skirts, 14'	14.00	Sun, Large Metal	30.00
Life Preserver, Red	15.00	Surfboard	20.00
Lighthouse, 5'	55.00	Tiki Bar	125.00
Mermaid, Metal 36"	15.00	Pink Flamingo, Metal 40"	25.00

## STATUES

Gold Man Statue - 8'	75.00	John Wayne Statue - 6'*	75.00
Eiffel Tower, 10'	150.00	Pirate Statue - 6'	75.00
Ice Cream Statue	75.00	Statue of Liberty	75.00





# WESTERN THEME

Barrels, Oak Wine*	45.00	Wagon Wheels	25.00
Cactus Plants, Small	10.00	Western Cart, 3 Tiers	50.00
Cow Skull	15.00	Western Shelf, 8 Compartment	45.00
Fence Section, Split Rail	15.00	Western Wagon, 2 Wheel	75.00
Sign, Wild West Saloon	15.00	Windmill, 10'	55.00
Sign, Cantina	15.00	Wishing Well, Wooden	35.00
Statue, Cigar Store Indian *	75.00	Wooden Barrel	10.00

# HOLLYWOOD

Beauty and the Beast Banner	45.00	Film Reels, Plastic	10.00
Breakfast at Tiffany's Banner	45.00	Hollywood Film Reel Signs	20.00
Bus Stop, Marilyn Monroe Banner	45.00	Stone Vases, 3'	20.00
Miss Saigon Banner	45.00	Tuxedo Man Statue	45.00
Times Square Backdrop 20' W x 10' L	225.00		
Phantom of the Opera Banner	45.00		
The Lion King Banner	45.00		



Easter Bunny - 2 hr minimum	85.00 per hr
Easter Bunny Chair	45.00
Bunny Yard Sign, 5'	35.00
Easter Flag and Pole	10.00
Mushroom with Worm	25.00
Smiley Face Flowers	10.00

## CHRISTMAS and HOLIDAY ITEMS

Santa Claus - 2 hr minimum	85.00 per hr
Mrs. Claus - 2 hr minimum	85.00 per hr
Santa Chair, Deluxe	75.00
Santa Chair, Economy	35.00
Santa's Mailbox	25.00
Candy Cane Balloon Tower	85.00
Christmas Photo Backdrop	75.00
Winter Wonderland Backdrop, 6' x 20'	125.00
Lighted Wreath - rope lighting	25.00
Christmas Trees, metal	20.00
Snowman, 4' wooden	10.00
Topiary Poinsettia Tree	15.00
Toy Soldiers, Set	40.00



## TERMS AND CONDITIONS

**PAYMENT TERMS:** A deposit of 35% is due upon execution of contract. Balance will be due seven days before the event unless other arrangements have been made. Customer further agrees to pay all collection fees and any expenses involved in the collection of rental charges including but not limited to attorneys fees and court costs. 1½% interest per month (18% per annum) will be charged on all accounts over 30 days due. Any discounts will be forfeited if payment in full is late. If paying by check, you agree to the following terms: In the event your check is dishonored or returned for any reason, you authorize us to electronically (or by paper draft) re-present the check to your bank account for collection of the amount of the check, plus any applicable fees as permitted by state law. Customer must provide a Virginia State Sales Tax Exemption form at execution of contract to qualify for exemption.

**EVENT PERMITS:** In the event that any permits are required, the Customer assumes all responsibility for obtaining these permits and the costs associated with the permits. Generally, tent permits are required if the tent size exceeds 900 square feet (30' x 30' or larger). Some cities require a **separate fire permit in addition to the building permit. It is the customer's responsibility to obtain the required permits** for your event. We recommend that you contact your local municipality to check on permits. Special Events will obtain the necessary permits or a fee of \$50.00 plus all permit fees. A four week notice is needed if you would like Special Events to obtain your permits.

**DELAYS/RELOCATION OF RENTAL EQUIPMENT:** Relocation of rental equipment after setup has begun can result in delays in completion of setup. Delay charges will be billed at \$35.00 per man hour.

**USE OF LEASED PROPERTY:** Customer agrees to personally inspect and examine all equipment upon delivery and note any prior damage on the invoice. Customer further agrees to immediately discontinue use of said equipment should same at any time, while in customer's possession become unsafe or in a state of disrepair and immediately notify Special Events Entertainment. Customer agrees to pay for any damage to or loss of the goods, as an insurer, regardless of cause, except reasonable wear and tear, while the goods are out of the possession of Special Events. Customer agrees to pay a reasonable cleaning charge for any equipment returned dirty. Nothing is permitted to be taped, glued, stapled or attached in any way to the tent canopy, sidewalls, or side poles. Anything found adhering to the above equipment will result in additional labor fees to remove. Sidewalls are not to be removed once they are installed. The tent can be opened by folding the sidewall back on itself using the clips that attach it.

**UNDER AND ABOVE GROUND UTILITIES:** Customer agrees to provide free and unrestricted access to the location for setup and strike. This includes both above and below ground. Customer is responsible for marking all private underground utilities. Special Events will call Miss Utility at least 48 hours before the scheduled setup date; however, Ms. Utility will not mark private utilities such as sprinkler systems. Furthermore, the customer releases Special Events Entertainment from any claims, demands, or liabilities arising from damage to property during erection or dismantling of the equipment.

**FORCE MAJEURE:** The performance of the obligations of either party to the Agreement shall be subject to acts of God, war, civil disorder, fire, communicable diseases, other emergencies or crises, terrorist attacks in the city in which the event is located which are beyond the control of Vendor or Customer, and which substantially affect the ability of Vendor to provide the equipment or of Customer to use the equipment. **If either party's performance is affected by any of the events or reasons listed in the first sentence of this paragraph, either party may cancel the Agreement or reduce its commitments hereunder by written notice to the other party, without any forfeiture of deposit, any penalty or any liability for cancellation fees or any other costs or damages, whatsoever.**

**SECURITY AND ACCESS:** The customer is responsible for the conduct of their guests, customers and employees as well as the maintenance of good working conditions for Special Events Entertainment and its employees and the assurance of security of their equipment during the period of the event. Representatives and employees of Special Events Entertainment are assured free and unrestricted access to the location of the contracted event during said event.

**AMUSEMENT RULES:** Each amusement device has a set rules posted on the front of the inflatable. Customer acknowledges that these written instructions are available to all patrons participating in the amusement activity. Special Events provides an attendant with each amusement device to enforce the rules.

**CANCELLATION AND WEATHER POLICY:** A sixty (60) day written notice is required to cancel your order and receive a full refund of your deposit. If your event is cancelled for any reason within sixty days of the event, the deposit is forfeited. Special Events cannot be held responsible for weather conditions that may delay setup or your event. If the customer elects to hold the event and Special Events is forced to strike equipment due to inclement weather, the total rental cost will be incurred. Due to insurance and safety requirements, the decision to strike equipment in rain, dampness, or high winds will be made by Special Events only. Amusements may be cancelled on site, prior to unloading, for a cancellation fee of 50% of the total amusement rental cost.

**EMERGENCY EVACUATION PLAN:** Customers should evacuate any tent in heavy rains, high winds, dangerous thunderstorms, or any other weather condition or acts of God where the stability of the tent is in question. Customers will be responsible for removing all property including but not limited to personal property, vehicles, and anything of value that can be damaged by the collapse of the tent in dangerous weather.

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[www.VirginiaSpecialEvents.com](http://www.VirginiaSpecialEvents.com)