



ADDITIONAL DELIVERY AND LABOR FEES:

**Pricing is subject to change*

Delivery Fees:

☑ Standard Delivery

- \$100.00 minimum delivery fee
 - Delivery is based on mileage from our shop location
- Four-hour window will be provided for all deliveries to guarantee arrival within our standard business hours.
 - Morning Deliveries: 9 AM – 1 PM | Afternoon Deliveries: 1 PM – 5 PM

☑ Specific Delivery and Pickup:

- \$100.00 for specific day and or/time for delivery during standard business hours.
- \$100.00 for specific day and/or time for pickup during standard business hours.

☑ After Hours:

- Please contact an Event Specialist regarding your specific requests for the event in the case that an after-hours delivery and/or pickup is requested.

Labor Fees:

☑ Block and Roll:

- Starting at \$50.00 when concrete blocks are not able to be taken directly off the truck for delivery and/or pickup. *Concrete blocks are offered for frame tents when staking is not an option.

☑ Carrying Fee:

- A carrying fee of at least \$100.00 will be applied if equipment needs to be delivered and/or picked up using an elevator, going up/down a hill or carrying equipment more than 50 feet.
- Hoosier Tent & Party Rental does NOT carry any equipment up or down any stairs.

☑ Set-up and Tear Down of Tables and Chairs:

Diagram for set-up must be on file with Hoosier Tent & Party Rental at least two weeks prior to event date.

- Chair set-up: \$1.00 per chair | Table set-up: \$2.00 per table
- Chair tear down: \$1.00 per chair | Table tear down: \$2.00 per table

If tear down is NOT included in the contract: you will be charged \$2.00 per chair and \$4.00 per table at the time of pickup if tables and/or chairs are not stacked the same way they were upon delivery.

☑ Cleaning Fees:

- Tent and Sidewall Cleaning:
 - \$0.35 per square foot
 - Examples include: stains from mowed grass, pet feces, décor that stains the vinyl, etc.
- Concession Equipment and Food Preparation:
 - \$50.00 per rental item
- China, Stemware and Flatware:
 - Double the rental price per item that is returned NOT rinsed free of food
- Dance Floor:
 - Checkered, all black or all white: \$200.00
 - Wood grain: \$100.00

Layout Design:

A nonrefundable fee of \$75 per design, including two revisions, using our CAD program. The fee must be paid prior to creating the layout design.