



SPECIAL EVENTS RENTAL CONTRACT

Name: _____ Rank: _____ Date: _____

Physical address: _____

Mailing address: _____

Phone number: _____ Duty Phone: _____

E-mail: _____

Please check one: Delivery Service (\$40 fee) Pick-up (Warehouse/Camp Kinser)

Delivery / Pick up Date: _____ Return Date: _____

Event Date: _____ Event Type: _____ Event Location: _____

Please note that all charges are based on the time items are in renter's possession whether in use or not. Reservations must be secured 24 hours in advance, prior to delivery service/issue date. In the event of a cancellation, you must cancel your rental reservation 24 hours PRIOR to the scheduled delivery service/pick up date.

Type of Payment:

Cash: _____ Credit Card: _____ Check: _____ BUM #: _____

Total Amount Due: _____

DELIVERY

Rental equipment can be delivered directly to your **on base residence/facility** to include Camp Kinser, MCAS Futenma, Camp Foster, Camp Lester, Plaza Housing, Camp Courtney and McTureous, Camp Hansen, Camp Schwab, Camp Shields, and Chibana Housing. Delivery time frame is from 8:30 a.m. to 3:30 p.m. Estimated times are not determined as delivery service varies by schedule and island-wide road conditions. Deliveries/customer pick up are not available on holidays or weekends.

PICK UP

If delivery is not required, rental equipment will be picked up at the **Special Events Warehouse Bldg. #325, Camp Kinser**. Rental equipment pick up is between 12:30 pm and 2:30 pm, Monday – Friday and return is before 10 am Monday – Friday. There are no pick-ups or returns on holidays or weekends.

LATE FEE POLICY

A late fee of \$25 per day will be assessed for late return of rental equipment. The fee will be incurred on a "per day" basis beginning with the first day of late return.

_____ Customer's Initials

INCLEMENT WEATHER POLICY

If, on the day of your rental, rain is predicted you will be given the option to cancel your rental or reschedule at no cost. However, if you pick-up the equipment or fail to cancel a delivery before the item arrives at the drop off location, a refund will not be authorized. If the customer receives rented/leased equipment, the lessors' obligation to furnish equipment has been met and no refunds will be given.

_____ Customer's Initials

INFLATABLES

In the event of rain, I will immediately turn off the blower to prevent damage and roll up the inflatable to prevent water damage. In the event the inside of the bounce becomes wet, I will blow up the bounce and dry it completely prior to returning or a \$20 cleaning/drying fee will incur. I will ensure that the bouncer is rolled up the same way it was given to me or I agree to pay a \$20 penalty fee to have it re-rolled correctly by the Special Events Staff. A \$20 fee will be assessed for each item that needs to be cleaned and/or rolled up correctly by lessor. I agree to have a vehicle (van/truck/SUV) with enough cargo space to pick-up and return the bounce if I've selected the pick-up option. If I selected to have the item delivered, I agree to be present during the agreed upon delivery window. I further agree that I will reimburse any and all costs for repair and/or replacement of damaged or lost items if found to be through my negligence.

_____ Customer's Initials

SAFETY INSTRUCTIONS

It is imperative that these instructions be read and adhered to by any person responsible for monitoring and/or participating in the use of any MCCS rental equipment. **SAFETY RULES ARE AS DETERMINED BY THE MANUFACTURER AND SHOULD BE ABIDED TO ENSURE SAFETY. FAILURE TO DO SO COULD RESULT IN INJURY.**

INFLATABLES

SET UP

1. The inflatable must be adequately secured to the ground and placed in an area with no overhead obstructions and at a safe distance from trees, power lines, buildings or other obstructions. A safe distance is defined as 4 feet on all sides at all times.
2. The inflatable must not be used when winds are 25 mph and/or gust up to 50 mph or in inclement weather. All items must be taken down once TC-2 announced and prepared for storage or return.
3. Soft matting covering hard surfaces must be placed adjacent to any openings (i.e. entrance/exit) to the inflatable.

ELECTRICAL SERVICE

1. Lessee must furnish a grounded electrical outlet rated at 120 volts with a minimum 20-amp circuit capacity for each circuit required, located within 75 feet of each unit without anything else connected.
2. Ensure that any and all power cords, including extension cords, do not present trip hazards. Also, monitor the blower to ensure it does not become detached from the inflatable.

3. If the bounce house deflates for any reason, evacuate children immediately. Ensure an accurate count of the evacuated children is maintained. Only after all children have been evacuated can you troubleshoot the problem that caused the deflation.

- Check that the plug has not been pulled and that the blower switch is in the "ON" position.
- Check the circuit breaker to ensure that proper breakers are used and have not tripped.
- Check the air intake on the side of the motor for any obstruction or blockage.
- Check both tubes on the back of the bounce house for snugness and retie if necessary. If the bounce house stake comes loose, pull the corner back and re-stake.

OPERATION

1. An adult with knowledge of these instructions must be stationed at the entrance to the bounce at any time that the bounce is inflated to monitor its use.

2. The number of children able to utilize a bounce at the same time is dependent upon the age of the children. However, there should never be more than 8 children in the bounce at any one time for ages 2 – 8 and no more than 6 children for ages 9 - 13.

3. Larger children can easily injure smaller children, so we recommend you keep the child sizes and ages the same while in the bounce house.

4. All children must remove footwear, glasses, jewelry, buckles, pins and pocket objects or anything that can cut, abrade or create a choking hazard before entering the bounce house.

5. Do not allow running or jumping through the door of the bounce house or walls, climbing/hanging from the interior or exterior of the bounce house.

6. No shoes, silly string, drinks, food, candy, or gum is allowed in the bounce house or within 10 feet of the bounce house. There will be a \$20 cleaning fee charged as determined by lessor.

7. If a rip, tear or hole is detected in the bounce house, stop operation and return to MCCS with detailed information regarding the problem.

8. The bounce house is designed for children; therefore no adults are permitted for use.

9. Please keep all pets away from the bounce house.

10. Please do not tape or fasten anything to the bounce house.

_____ Customer's Initials

DUNK TANK SAFETY RULES

1. Maintain adult supervision at all times
2. Keep dunker away from electricity
3. Keep water level to at least 8" from the top of tank
4. Only 1 person is allowed on the seat or in the tank
5. Keep all non-swimmers who are under 5' out of the tank
6. Advise all dunkees to surface at the front of the tank when emerging so they do not hit their head on the seat
7. Never stand on the seat. When on the seat, sit up straight with hands in lap.
8. Do not hit the target directly with your hand
9. Do not use drugs or alcohol while operating dunk tank
10. Drain tank when unattended

GAMES

1. An adult will be present when these games are being played to ensure the safety rules of the game are being followed.
2. Please use these games only as they were intended to be played.
3. Make sure when the games are being played everyone who is not a part of the game has stepped away from the gaming area.
4. Do not toss game pieces unless during normal game play. Injury to yourself or others may occur if used improperly.
5. Parents, please supervise younger children during game play.

_____Customer's Initials

Agreement and MCCS Release of Liability

There are certain risks involved in participating in any amusement activity. The undersigned hereby agrees as follows:

1. I, the undersigned, hereby RELEASE AND DISCHARGE MCCS, Marine Corps Base, Camp Butler, the United States Marine Corps, the Department of Defense, their officers, directors, agents, employees, and instrumentality's (hereinafter referred to as "Released Parties"), from any and all liability, including but not limited to losses caused by the negligence of the Released Parties.
2. I, the undersigned, understand and acknowledge that Amusement Activities have inherent dangers and no amount of care, caution, instruction or expertise can eliminate all dangers and I expressly and voluntarily assume all risk of personal injury sustained while participating in the activity at hand, whether or not caused by the Released Parties.

By signing below, I acknowledge that I have read all the terms of this rental contract and I fully understand its entirety.

Signature: _____ Date: _____



MCCS Special Events Rental Information

- Please review the rental contract prior to making a selection below. Place a check on each requested item.
- Items are available on a first come, first serve basis
- All charges are based on the time items are in renter's possession whether in use or not
- Reservations must be secured 24 hours in advance, prior to the delivery/pickup date
- In the event of a cancellation, you must cancel your rental reservation 1 day PRIOR to the scheduled delivery service/pickup date.

Home Rental Fees			
	ITEM	RENTAL FEE	REMARKS
	Themed Banner Bouncer	\$140	Private home parties only EXTENSION CORD IS NOT PROVIDED Specify banner request here _____
	Bouncers with Slide [] Happy Birthday [] Circus World [] Pirates [] Princess Palace	\$140	20'x20' Private home parties only EXTENSION CORD IS NOT PROVIDED Please check bouncer theme in box
	Boxing Ring	\$115	20'x20'
	Sumo Suits	\$115	15'x15'
	Shark Dunk Tank	\$115	5'x7' Private home parties only
	Slip 'n Slide large	\$165	10'x36' Private home parties only EXTENSION CORD AND WATER HOSE IS NOT PROVIDED
	Slip 'n Slide small	\$150	15'x30' Private home parties only EXTENSION CORD AND WATER HOSE IS NOT PROVIDED
	Giant Jenga	\$20	\$20 weekend rate/\$6 daily rate
	Bocce Ball	\$20	\$20 weekend rate/\$6 daily rate
	Horseshoes	\$20	\$20 weekend rate/\$6 daily rate
	Croquet Set	\$20	\$20 weekend rate/\$6 daily rate
	Corn Hole	\$20	\$20 weekend rate/\$6 daily rate
	Ladder Ball	\$20	\$20 weekend rate/\$6 daily rate
	Jumbo 4-to-Score	\$20	\$20 weekend rate/\$6 daily rate
	Ice Chest - 40 quart	\$6	Does not include ice
	Ice Chest - 80 quart	\$8	Does not include ice
	Ice Chest - 120 quart	\$10	Does not include ice

Unit & Organization Rental Fees			
	ITEM	RENTAL FEE	REMARKS
	Bounce House	\$115	FRO rental available for Units only
	Large Dunk Tank	\$135	FRO rental available for Units only
	12 x 24 Canopy	\$45	If set-up is required, additional fee applies
	Set-up fee	\$35	
	Side Curtain (12 ft. or 24 ft.)	\$8	
	Light Set	\$18	

DELIVERY			
	Delivery service to a residence or facility is available for on-base to include Plaza Housing, Camp Lester, Camp Foster, Camp Kinser, MCAS Futenma, Camp Hansen, Camp Courtney, Kadena AFB, Camp Schwab, Chibana Housing and Camp Shields.	\$40	For delivery to other on-base residencies (i.e. multipurpose room), you MUST be present; you do not need to be present for pick-up. Delivery time frame is from 8:30 a.m. – 3:30 p.m. Estimated times are not determined as delivery service varies by schedule and island-wide road conditions. Deliveries / customer pick up are not available on holidays or weekends.

Unless delivery service is requested, lessee/renter must pick up and return all items at the Special Events Warehouse, Bldg. # 325 on Camp Kinser.