

Committee Agenda

FOR THE MEETING OF THE VILLAGE'S
"Special Events" 2026 Committee
OF THE VILLAGE OF ORLAND HILLS
For August 11, 2026 (7:00 PM)

CHAIRMAN HASTINGS CALLED THE MEETING TO ORDER AT: at _____

ROLL CALL: CHAIRPERSON HASTINGS II []

Members: Mayor Hastings [] Tuma [] Klukis [] O'Neill [] Roti []
Schmidt [] Kissane [] Morrison [] Petrey [] Iannantone []
Blaha [] Hanley [] Haleem [] Leddin [] Rediger []
Kaslewicz [] Kowalski []

1.) A motion to approve the Committee Minutes dated July 7, 2026 as presented.
M____ 2nd____ CH Hastings II ____ Mayor Hastings ____ Tuma ____
Klukis ____ Kissane ____ O'Neill ____ Roti ____ Schmidt ____ Morrison ____
Petrey ____ Iannantone ____ Hanley ____ Blaha ____ Haleem ____ Rediger ____
Kaslewicz ____ Leddin ____ Kowalski ____

2. Discussion Party in the Park 2027:

- a.) Big Tent Event Contract
- b.) Band Contracts
 - Friday – Country Night
 - Saturday – all bands have been contacted
 - Sunday – all bands have been contacted

3. Discussion on Upcoming Events:

- a.) 2026 Movies on the Green – 4th Movie is Friday, August 28th with the Onward
- b.) National Night Out (8/4/26) Recap
- c.) Halloween Bash (10/31/26)
- d.) Turkey Trot (11/7/26)
- e.) Winter Wonderland (12/5/26)

4.) Other – Miscellaneous:

5.) A motion to adjourn at [] o'clock p.m.

M____ 2nd____ CH Hastings II ____ Mayor Hastings ____ Tuma ____

Klukis ____ Kissane ____ O'Neill ____ Roti ____ Schmidt ____

Morrison ____ Petrey ____ Iannantone ____ Hanley ____ Blaha ____

Haleem ____ Rediger ____ Kaslewicz ____ Kowalski ____ Leddin ____

Committee Minutes

FOR THE MEETING OF THE VILLAGE'S
"Special Events" 2026 Committee
OF THE VILLAGE OF ORLAND HILLS
For July 7, 2026 (7:00 PM)

CHAIRMAN HASTINGS CALLED THE MEETING TO ORDER AT: at 8:15pm

ROLL CALL: CHAIRPERSON HASTINGS II [P]

Members: Mayor Hastings [A] Tuma [P] Klukis [P] O'Neill [P] Roti [P]
Schmidt [P] Kissane [P] Morrison [P] Petrey [P] Iannantone [P]
Blaha [P] Hanley [P] Haleem [P] Leddin [A] Rediger [P]
Kaslewicz [P] Kowalski [A]

1.) A motion to approve the Committee Minutes dated June 9, 2026 as presented.

M_K2__ 2nd__ CM__ CH Hastings II __Y__ Mayor Hastings __A__ Tuma __Y__
Klukis __A__ Kissane __Y__ O'Neill __Y__ Roti __Y__ Schmidt __Y__ Morrison __Y__
Petrey __Y__ Iannantone __Y__ Hanley __Y__ Blaha __Y__ Haleem __Y__ Rediger __Y__
Kaslewicz __Y__ Leddin __A__ Kowalski __A__

2. Discussion/Recap on Party in the Park 2026:

a.) Recap on Party in the Park 2026

- Overall, we felt this year's PITP went very well.
- Sparks Fly was not what we had expected and unfortunately, we did have people leave before the fireworks.
- Too Hype Crew did not draw a crowd on Friday night.
- Modern Legacy held a good crowd after the fireworks but not a huge draw.
- Sunday's kids events were a hit and everyone loved the addition of the Princesses, Super Heroes, and Bluey.
- Backyard games were a great success and engaged parents to participate and be active with their kids.

b.) Dates for 2027 would be June 25th, 26th, and 27th

- We will begin the process of booking the tents and audio in the upcoming weeks.
- Looking to do a country night on Friday. Hairbangers coming back. Maybe shift timing around on Friday and Saturday.
- Letter for sponsorship needs to go out by January via email, then letter, and in person. We will revamp the sponsorship opportunities for all of our events.
- Veteran's Breakfast raffle off a 60 inch TV. Use a sponsorship for this.
- Duke's would like to come back and it was noted to have the T-Shirt Sales right next to Duke's food truck.
- Cruise Night hours will be 5pm-9pm with the gates opening at 6pm next year on Friday.

3. Discussion on Upcoming Events:

- a.) 2026 Movies on the Green – 3rd Movie is Friday, July 24th with the Incredibles.
- We have a Dippin' Dot Truck coming for this movie night along with Joey's
- b.) National Night Out (8/4/26)
- We will be assisting the Police Department during this event.
 - We have a flyer ready to help and have been advertising the event currently on the TV's at the Community Center and will start to post on Social Media.
- c.) Halloween Bash (10/31/26)
- We are just in the beginning stages of planning and have been discussing some new features to add to this event.
 - It was noted to possibly do a trunk n treat this year.
- d.) Turkey Trot (11/7/26)
- We will be starting to our reach out for sponsorships for this event.
 - We are looking into the swag for this event
- e.) Winter Wonderland (12/5/26)
- We are working on this event along with coming up with someone language for the Fall Catalog for the community tree decorating contest.
 - We will also work on Polar Express décor and make sure it's better than a year ago.

4.) Other – Miscellaneous:

It was noted the Orland Hills Lions Club chapter would like to help out at the following events if possible; Halloween Bash, Turkey Trot, and Winter Wonderland.

5.) A motion to adjourn at [8:32] o'clock p.m.

M_K2__2nd_CM__ CH Hastings II __Y__ Mayor Hastings __A__ Tuma __Y__
Klukis __A__ Kissane __Y__ O'Neill __Y__ Roti __Y__ Schmidt __Y__
Morrison __Y__ Petrey __Y__ Iannantone __Y__ Hanley __Y__ Blaha __Y__
Haleem __Y__ Rediger __Y__ Kaslewicz __Y__ Kowalski __A__ Leddin __A__



Big Tent Events

3755 Swenson Ave, St. Charles, IL 60174
 Phone: (630) 690-8500 Fax: (630) 544-2833 Emergency: (630) 708-8593
 Website: www.bigtentevents.com Email: info@bigtentevents.com

ORDER #: 93565	Village of Orland Hills^ Tuma, Jacque	Jacque Cell (708)921-0494	Brenden (708)267-0342
BILL TO: Village of Orland Hills 16553 S. Haven Ave, Orland Hills, IL 60487		DATE ORDERED: Mon, Jul, 13, 2026	CONTACT EMAIL ADDRESS: jtuma@orlandhills.org
DELIVER TO: Kelly Park Field House 16633 Haven Ave, Orland Hills, IL 60487		SALES PERSON: Stacy	FINAL PAYMENT METHOD: Check on Arrival
			INITIAL DATES: OCCASION: Festival
Delivery	DELIVERY ARRIVAL WINDOW: Date: Mon, Jun, 21, 2027 Time:	EVENT START: Date: Fri, Jun, 25, 2027 Time: 4:00 am	EVENT END: Date: Sun, Jun, 27, 2027 Time: 11:59 pm
			PICKUP ARRIVAL WINDOW: Date: Mon, Jun, 28, 2027 Time:

Installation Notes:

Setup: Both // Location: Field - SEE SITEMAP // Obstacles: Don't drive on field // Sprinklers: Yes; Client to indicate

>> CLIENT WILL HAVE FLOORING ON SITE -- INSTALL OVER BASEBALL FIELD UNDER FAMILY TENT

FAMILY TENT (40x200)

- Sidewall installed on (1) 200' side & both 40' sides
- Caged festival lighting all around & center pole ring lights on all poles
- All tables/chairs/staging to be stacked in this tent

BEVERAGE TENT (40x40)

- Perimeter globe lighting all around

ENTERTAINMENT TENT (20x20 red/white)

- Sidewalls on all 4 sides
- Perimeter globe lighting all around

TICKET TENT (10x10)

- Counters all around
- Make sure they can get in/out
- Perimeter globe lights all around

VENDOR TENTS (20x20 FRAME)

- All sharing weights
- 6 counters on each (roadside is open)
- Globe lighting on all sides of each tent

CALL JACQUE *30 MINS PRIOR TO ARRIVAL* 708-921-0494 OR BRENDEN 708-267-0342 -- COLLECT CHECK ON *PICKUP*

Qty	Description	Unit Price	Bill. Days	Total
1	*NOTE - Deposit & Valid Credit Card Required <i>Valid credit card required on file for all orders. 3.5% CC Fee can be waived by paying with Zelle, Cash, or Business/Cashiers Check.</i>	\$0.00	1	\$0.00
1	*NOTE - Driving on Grass (TFO/BTE not liable for damage) - NO TRUCKS <i>TFO/BTE is not be responsible for any damage if client requests we drive onto grass for load in/out. Client accepts that if there is inclement weather & ground is wet or too soggy TFO/BTE cannot & will not pull into grass & client may be charged distance.</i>	\$0.00	1	\$0.00

***NOTES**

1	*NOTE - Decline Damage Waiver <i>Client declines BTE/TFO damage waiver and understands they will be responsible for full replacement costs in the event of damage to equipment.</i>	\$0.00	1	\$0.00
3	*NOTE - Early Delivery/Pickup - Weekday 8AM-11AM	\$0.00	1	\$0.00
1	*NOTE - WAREHOUSE - SEND TENT OX <i>Additional delivery charge. Covers the cost of bringing out Tent Ox.</i>	\$0.00	1	\$0.00
1	*NOTE - Tent Policy <i>No grilling within 30' of tent. Evacuate tent if winds are over 25MPH. Client is responsible for obtaining any necessary permits.</i>	\$0.00	1	\$0.00
1	*NOTE - Customer Notes <i>Client must provide electricity/water for equipment - Please check each line item for specific needs/size requirements. Client to also provide full supervision for all equipment.</i>	\$0.00	1	\$0.00
1	*NOTE - PUBLIC TENT <i>Client is responsible for obtaining any necessary permits.</i>	\$0.00	1	\$0.00
1	*NOTE - SITEMAP Required <i>Client must provide an aerial image of equipment location & electrical power source(s). Fee is waived upon receipt. If the sitemap is received & there are concerns regarding obstacles, distances, etc. additional charges may apply.</i>	\$0.00	1	\$0.00
1	*NOTE - Tax Exempt <i>Client must provide up to date tax exemption letter.</i>	\$0.00	1	\$0.00
1	*NOTE - Long Distance <i>Distance from where drivers have to park to where they are dropping off. Covers time and labor.</i>	\$0.00	1	\$0.00
1	*NOTE - TOW - Towing Vehicle Required	\$0.00	1	\$0.00
1	*NOTE - Tent Policy <i>No grilling within 30' of tent(s). Evacuate tent(s) if winds are over 25MPH. Client is responsible for obtaining any necessary permits, check with village/town for requirements.</i>	\$0.00	1	\$0.00

***TENT SURFACE**

2	TA - Flatbed Tow Truck Delivery (20,000lb max) <i>Used to transport weights.</i>	\$675.00	1	\$1,350.00
1	*NOTE - JULIE - COOK COUNTY - X261661680-00X <i>BTE/TFO will call JULIE to mark utilities. Do NOT remove flags or markings. Non-public lines (sprinkler heads/lines, gas grill, septic, lighting, etc) are NOT marked by JULIE & must be indicated by client. BTE/TFO is not responsible for any damage.</i>	\$0.00	1	\$0.00
1	TENT SURFACE - Grass Surface <i>Tent to be installed on grass, dirt, etc. Requires the use of stakes. Please make sure that if you own a dog, the yard is clear of any pet waste.</i>	\$0.00	1	\$0.00
1	TENT SURFACE - Hard Surface <i>Tent to be installed on hard surface, asphalt, etc. Requires the use of weights or water barrels.</i>	\$0.00	1	\$0.00

CHAIRS

1	CT - NO SETUP CHAIRS <i>Client will be responsible for setting up & breaking down chairs. Chairs must be stacked in the same way and in the same location they were dropped off in, by the start of pick up window. If not, client will be charged \$0.90 per chair.</i>	\$0.00	1	\$0.00
640	CT - Folding Chairs Brown 'A'	\$1.50	1	\$960.00
640	CT - LABOR - Takedown Chairs <i>Covers the setup & takedown of chairs.</i>	\$0.49	1	\$313.60

DISCOUNTS

1	Discount - Preferred Customer	\$0.00	1	\$0.00
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FLOORING

1	TA - FLOOR - LABOR - Setup / Takedown Flooring <i>Covers installation and removal of flooring.</i>	\$1,000.00	1	\$1,000.00
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POWER

1	POWER - Extension Cord - 100'	\$0.00	1	\$0.00
3	POWER - Extension Cord - 50'	\$0.00	1	\$0.00
4	TL - Multi Outlet Extension Cord, 50'	\$0.00	1	\$0.00

TABLES

120	CT - 8 FT Banquet Table Wood <i>30" Wide Wood Top -- 30" Tall -- Seats 8-10* Adults. *Some table legs make for tighter seating at heads of table. Client to provide or order table covers/linens.</i>	\$12.00	1	\$1,440.00
1	CT - NO SETUP TABLES <i>Client will be responsible for setting up & breaking down tables. Tables must be stacked in the same way and in the same location they were dropped off in, by the start of pick up window. If not, client will be charged \$2.50 per table.</i>	\$0.00	1	\$0.00
120	CT - LABOR - Takedown Tables <i>Covers the setup & takedown of tables.</i>	\$1.45	1	\$174.00

TENT #1 - 20x20 R/W FRAME 80'SW STAKED - BAND

4	TL - Labor Lighting <i>Installation and removal of lights</i>	\$20.00	1	\$80.00
4	TENT - Sidewall Solid 8'H x 20'L Lap N Flap 16oz *A*	\$30.00	1	\$120.00
4	LIGHT - Globe Lights #6 20FT *B	\$35.00	1	\$140.00
4	TENT - LABOR - Sidewall 20 FT Section <i>Covers the installation and takedown of sidewalls.</i>	\$25.00	1	\$100.00
1	TENT - Frame 20' x 20' w/ Expandable Top Red & White STAKED	\$440.00	1	\$440.00

TENT #3 - 40x40 FRAME - COCKTAILS/BEER - STAKED

8	TL - Labor Lighting <i>Installation and removal of lights</i>	\$20.00	1	\$160.00
8	LIGHT - Globe Lights #8 20FT	\$35.00	1	\$280.00
1	TENT - Frame 40' x 40' STAKED	\$1,760.00	1	\$1,760.00

TENT - (6) 20X20 FRAME NO SW 6 CNTRS - FOOD 33MD

24	TL - Labor Lighting <i>Installation and removal of lights</i>	\$20.00	1	\$480.00
24	TL - #8 Globe Lights 20ft	\$35.00	1	\$840.00
36	TA - 10' Counters B w/ Skirts <i>10' Counter with White vinyl skirt.</i>	\$35.00	1	\$1,260.00
33	TA - Concrete Weights - Medium 500lbs <i>Weights are to be used on hard surface setups.</i>	\$40.00	1	\$1,320.00
6	TENT - Frame 20' x 20' TOTAL: 33 MD WEIGHTS	\$440.00	1	\$2,640.00
2	TP FRAME - TOP - 20' x 10' Lace End Top	\$0.00	1	\$0.00
2	TP FRAME - TOP - 20' x 10' Hole End Top	\$0.00	1	\$0.00

TENT - 10x10 FRAME (6) 3 WEIGHTED 3 STAKED

4	TA - 10' Counters B w/ Skirts <i>10' Counter with White vinyl skirt.</i>	\$35.00	1	\$140.00
8	TA - Concrete Weights - Small 350lbs <i>Weights are to be used on hard surface setups.</i>	\$35.00	1	\$280.00
6	TENT - Frame 10' x 10' White TOTAL: 16 STAKES 8 SM WEIGHTS	\$175.00	1	\$1,050.00
6	LIGHT - LABOR - Lighting <i>Covers the installation and removal of lights.</i>	\$20.00	1	\$120.00
6	LIGHT - LED 5000 Lumens 4' Light <i>Client must provide (1) separate 20 amp circuit of electricity within 3ft.</i>	\$22.00	1	\$132.00

TENT - 40x200 POLE W/280'SW - FAMILY TENT STAKED

5	TL - Multi Outlet Extension Cord, 50'	\$0.00	1	\$0.00
9	POWER - Extension Cord - 25'	\$0.00	1	\$0.00
4	TL - Festival Cage Lights 100 FT - 10 Lights <i>100 FT of lights - Bulb every 10 FT in yellow cages</i>	\$80.00	1	\$320.00
2	TL - Festival Caged Lights 50 FT - 5 Lights <i>50 FT of lights - Bulb every 10 FT in yellow cages</i>	\$50.00	1	\$100.00
15	TL - Labor Lighting <i>Installation and removal of lights</i>	\$20.00	1	\$300.00

TENT - 40x200 POLE W/280'SW - FAMILY TENT STAKED

9	LIGHT - White Center Pole Ring LED Lights (4)	\$85.00	1	\$765.00
14	TENT - LABOR - Sidewall 20 FT Section <i>Covers the installation and takedown of sidewalls.</i>	\$25.00	1	\$350.00
1	TENT - Pole 40' x200'	\$8,800.00	1	\$8,800.00
14	TENT - Sidewall Solid 7'H x 20'L Lap N Flap 16oz *A*	\$30.00	1	\$420.00

TENT STAGING

1	TENT - Staging - 16" Stage Steps with Handrail <i>TENT - Stage Steps</i>	\$55.00	1	\$55.00
8	STAGE - StageTek 4' x 8' Section	\$0.00	1	\$0.00
40	STAGE - StageTek Round 16"-24" Stage Leg Assembly	\$0.00	1	\$0.00
8	STAGE - StageTek Stage Connectors	\$0.00	1	\$0.00
8	STAGE - LABOR - Stage - DO NOT INSTALL <i>Covers installation and removal of stage pieces.</i>	\$15.00	1	\$120.00
1	STAGE - StageTek 16' x 16' x 16-24"H	\$720.00	1	\$720.00

**Pay Online**

Item Subtotal: \$28,529.60
Discount (12.93%): \$3,115.70
Production: \$1,396.10
Order Subtotal: \$26,238.90
Delivery Fee: \$1,100.00
TOTAL: \$27,910.00

Amount Paid: \$0.00
Balance Due: \$27,910.00

Customer Notes:

Client will be on site for delivery.
Equipment must be accessible on pickup.
Client to advise BTE of the installation location on property.
Client will evacuate tent if winds exceed 25 mph.
There is no grilling allowed under or within 30' of tent.
All personal equipment must be removed from the tent prior to pickup.
Client is responsible for obtaining any permits necessary.

BTE will contact J.U.L.I.E.
Please do not remove flags placed by the J.U.L.I.E. locators.
We recommend any landscaping be done 2-3 days prior to installation day.
Any non-public lines such as sprinkler system, gas grill, septic, lighting, etc. are to be clearly marked by the property owner as J.U.L.I.E. does not mark these lines

All tables and chairs must be placed under tent or indoors if raining and over night
Tables and chairs will be stacked in one location for client to distribute.
All tables and chairs are to be re-stacked in one location for our pick up.
Client will provide table coverings.

I HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS OF THIS AGREEMENT, **INCLUDING THE ADDITIONAL TERMS AND CONDITIONS ON ALL PAGES**, AND AGREE TO BE BOUND BY THEM. I FURTHER WARRANT AND REPRESENT THAT I AM EITHER THE LESSEE NAMED ABOVE, OR AM AUTHORIZED AND EMPOWERED TO ACCEPT DELIVERY OF THE EQUIPMENT AND TO SIGN THIS AGREEMENT ON THEIR BEHALF AND AS THEIR AGENT. FURTHERMORE, I AGREE THAT I AM ALSO BINDING MYSELF PERSONALLY AS AN ADDITIONAL PARTY TO ALL OF THE TERMS AND CONDITIONS OF THIS AGREEMENT.

TIPS APPRECIATED

[[SertifiSignature_1]]

Customer Signature _____

[[SertifiDate_1]]

Date _____

Lessee agrees to be bound by the terms and conditions of this agreement.

TERMS AND CONDITIONS

Big Tent Events, Inc. ("Lessor") hereby leases to the lessee (Lessee), and the lessee hereby leases from the Lessor the materials and equipment discussed on the previous page(s) of this agreement (hereinafter called "equipment") and agrees to provide the services incident thereto at the price set forth herein and subject to the following terms and conditions.

1. General Release/Indemnity/Hold Harmless: Lessee assumes all risks and liability for the use and operation of the equipment and for personal injuries and property damage arising from or incidental thereto; and lessee shall protect, defend, indemnify, and save harmless Lessor against any and all claims, demands

or causes of action of every kind arising in favor of any person, including but not limited to the lessee and his/her guests on account of personal injury or death, or damage to property, growing out of incident to or resulting directly or indirectly from the performance of this rental agreement, from any cause whatsoever, except claims or litigation arising through the sole gross negligence or willful misconduct of Big Tent Events, Inc.

2. Safety: Customer will take all necessary precautions regarding the items rented, and protect all persons and property from injury or damage. Customer acknowledges that they are in charge of checking weather conditions and admittance of people in the tent and will evacuate all people from the tent if wind gusts exceed 35 mph or constant wind speeds in excess of 20mph. Customer acknowledges and agrees that Lessor is not responsible for any injury occurring to Customer, or any guests of Customer or to any other persons using the Rental Equipment, or to any claims by any other person(s) injured by or on account of the Rental Equipment, while the equipment is in the possession of the Customer. Customer agrees to defend, indemnify and hold harmless Big Tent Events, Inc. from and against any and all liability, claims, judgments, attorneys fees, and costs, of every kind and nature, including, but not limited to, any injury, death, damage, claim, or liability however caused, except claims or litigation arising through the sole gross negligence or willful misconduct of Big Tent Events, Inc. Customer further acknowledges that Lessor is not a food supplier or handler, and that any food related items, such as popcorn, which may be supplied with the Rental Equipment, is a straight pass through by Lessor to Customer. Since this additional service is provided to Customer as a courtesy by Lessor, and so long as Lessor advises Customer, in writing, after Customer requests, with the name and address of the supplier or any specific item, Customer specifically agrees to waive and release, Indemnify and hold Lessor harmless from and against any and all claims of whatever kind or nature arising out of or involved with the food items supplied.

[[Sertifilnial_1]]

3. Cancellation Policy: All reservations with BIG TENT EVENTS require a 50% deposit in advance of the event. The deposit amount will be applied to the total charges due. We do allow cancellations with written notice prior to 30 days of your event, and then Lessee's deposit will be refunded except for such portion of the deposit as represents out-of-pocket expenditures incurred by Lessor in anticipation of the engagement. Cancellations within 30 days of the event will be put on your account as a credit for the deposit amount and can be used for rescheduling within 12 months of the original event date. Cancellations can not be made via email, voicemail or fax. Should you cancel within 24 hours of your delivery day, you will be charged the full fee for the event.

4. Equipment, Rent, Payment, and Term of Rental Agreement: Customer rents from BIG TENT EVENTS, as Lessor, that certain equipment described on the front side of this Agreement. Lessee understands all pricing is cash pricing which includes payments of cash, check, ACH, and cashiers checks. A 3% convenience charge will be accessed to all credit card payments. The rental fee set forth is payable, in full, in advance, and the rental term shall be that listed as "**Event Start Date - Event End Date**" on the front side of this Agreement, but all of Customer's obligations arising under the terms and conditions of this Rental Agreement shall run from actual delivery of the Rental Equipment to the actual pick up of the Rental Equipment by Lessor. Lessor cannot guarantee weather conditions, and if the Equipment is delivered by Lessor and accepted by Customer, then Customer shall not be entitled to any refund whatsoever if weather conditions prohibit safe use of the Equipment, or if Customer otherwise elects not to use the Equipment due to weather or any other causes.

5. Delivery: Lessor shall deliver the Rental Equipment to the street address specified by Customer as listed on the front side of this Agreement. Customer grants to Lessor the right to enter the property at the said street address ("Delivery Address") for delivery, and required set up, if any, and for subsequent pick up of the Rental Equipment and any associated equipment or packing materials at the approximately specified times. Lessee agrees to provide at his expense, sufficient unobstructed space for delivery, installation, dismantlement and removal of all equipment, and access to such space. Normal delivery would include ground level areas, accessible to our trucks, unless otherwise stated on face of contract. Prior to the removal of equipment, lessee shall remove all personal property of lessee or third party which therefore has been protected by Lessors equipment. If any such personal property is not removed as required, prior to removal of equipment, Lessor may enter the premises, move or remove any such personal property at lessee's risk and cost, and remove equipment without further notice, and lessee hereby indemnifies Lessor from any cost, expense, or liability arising there from. Delivery is to ground floor only. Customer is responsible for moving equipment up and down any stairs. Business Check, Cashiers Check, Money Order or Cash for the balance is due when the driver arrives to set-up the equipment. If the cashiers check/money order/cash is not ready when the driver arrives, the driver reserves the right to go to their next event and set up your event after they are done with all of their other deliveries, and no guarantees will be made that your equipment will be set up at the start of your event.

6. Permits/Fees: Lessee covenants that he shall secure all permits, licenses, consents, etc., required for the installation, maintenance, and use of equipment, and incur the cost thereof. The Lessee acknowledges they are responsible for requesting and attaining all permits required. In the event that the order is cancelled or the Lessee does not accept delivery due to lack of permits, the Lessee is responsible for the full amount of the agreement.

7. Receipt/Inspection of Rental Equipment: Customer hires the Rental Equipment on an "as is" basis. Customer acknowledges that Customer will inspect the installation of the rental equipment and will personally inspect the rental items prior to its use. Should the customer determine that rental items are not suitable or damaged upon delivery, Lessor agrees to provide suitable items as agreed upon by lessor and customer. Customer specifically agrees that such rental items will not be used if Customer finds that it is not suitable for Customer's needs or any damage is found. Furthermore, the Customer agrees to contact the Lessor to report any damages prior to the end of their rental period.

8. Possession/Title: Customer's right to possession of the Rental Equipment begins upon the items being delivered to Customer's premises and terminates on the actual pick up by Lessor. Retention of possession or any failure to permit the pickup of the item at or after the end of the "**Rental Period**" specified constitutes a material breach of this Agreement. In the event that the Equipment is not returned for any reason, including theft, the Customer is obligated to pay to Lessor the full equipment value for such Equipment as listed on the front side of this Agreement, plus any and all incidental costs associated with the attempted pick up or recovery of the Equipment by Lessor. Title to the rental items is and shall remain in Lessor. Customer agrees to keep the Rental Equipment in his/her/their custody and control from the time of the Lessor's delivery of the items, until Lessor picks up such items. Customer shall not cause nor permit these items, or any of them, to be sublet, rented, sold, or removed from the Delivery Address, or otherwise transfer such items. If rental items are not returned and/or levied upon for any reason whatsoever, Lessor may retake possession of said items without further notice or legal process and use whatever force is reasonably necessary to do so. Customer hereby agrees to indemnify, defend, and hold Lessor harmless from any and all claims and costs arising from such retaking and/or levy. If rental items are levied upon, or otherwise moved from Delivery Address, Customer shall notify Lessor immediately. For each day after the "**Rental Period**" the equipment is not returned, customer agrees to pay an additional days rental for each piece of equipment. Client authorizes Big Tent Events to charge their credit card for any missing equipment that is not returned at the time the driver picks up their equipment after their event. If a credit card is not on file. Client agrees to send a check within 3 business days.

9. Care of the Rental Equipment: Customer shall be responsible for any and all damage to any of the Rental Equipment not caused by ordinary wear and tear. "Ordinary wear and tear" shall mean only the normal deterioration of the rental equipment caused by ordinary, reasonable and proper use of the rental equipment. Customer shall be liable to Lessor for any and all damage, which is not "ordinary wear and tear" in an amount equal to the equipment value. Damage which is not "ordinary wear and tear" includes, but is not limited to, cutting or tearing of vinyl or netting, damage due to overturning, overloading, exceeding rated capacities, breakage, improper use, abuse, lack of cleaning, contamination of or dirtying of rental equipment with non-approved items such as sand, candy, duck tape, chemicals, food, paint, silly string (see Paragraph 10), mud, clay, or other materials. A minimum fee of seventy-five dollars will be applied to the charge card on the agreement if cleaning is required. Cleaning fees will be determined by actual time spent cleaning the equipment. Lessee assumes all responsibility for loss or damage to equipment during the period from delivery of the equipment to removal thereof (the "rental period"). Lessee will pay for all equipment lost or damaged in an amount equal to replacement or repair cost of the equipment. There is no grilling allowed under or within 30 feet of

any tent, except grilling canopies. Linens: Rental linens have a replacement value that will be charged in addition to the rental charge if any item is not returned or returned in a condition that permanently alters its appearance. Be careful with candle wax, it permanently damages linens.

10. Equipment Protection Plan: Big Tent Events applies an optional 9.75% non-refundable Damage Waiver to the cost of some rental equipment. This cost covers reasonable physical damage above and beyond "Ordinary wear and tear" to the equipment and is NOT liability insurance. Damage waiver DOES cover wind/storm damage to equipment, electrical, and all accidental damage. Damage waiver does NOT cover theft, vandalism, smoke damage, misuse and/or abuse including grilling to close to tents or equipment made of wood left in the rain. Big Tent Events charges for missing equipment at replacement cost. Accidental broken equipment is covered if broken pieces are returned to Big Tent Events, Inc.

11. Installation: Although Lessor will endeavor to minimize damage to lessee's lawn, plantings, underground utilities and premises generally (including power failures and other hazards), lessee assumes the risk and release's Lessor from liability for any such damages that may occur. Lessee shall advise Lessor as to the existence and location of any underground cables, sprinklers, pipes conduits, etc.. In the absence of such advice, Lessor can assume that no such underground obstructions exist and releases Lessor from any liability for such damage. **Electricity:** Lessee will provide readily accessible power outlets of sufficient capacity within 50 feet of installation to safely operate all electrical facilities proposed herein.

12. Payment: Lessee shall pay contract price, plus such additions there to as may be agreed upon or chargeable pursuant to the terms hereof within the period specified herein. If the balance due is not paid as provided herein, the lessee shall be charged a late payment fee of 2% per month (24% annual percentage rate). This fee will be added to outstanding balance every thirty (30) days thereafter until final payment is made. In the event that lessee has directed that the rental charges hereunder be billed to another person or organization, and payment is not made by such person or organization within the terms specified, lessee shall, upon receiving notice of nonpayment, pay said rental charges and such additional charges as may be added to the outstanding balance pursuant to the terms hereof. If lessee shall default in the payment of any fees hereunder, or otherwise breach any of the terms or conditions hereof, Lessor may immediately take repossession of its equipment without any process of law and may enter upon any premises where said equipment may be and removed the same with or without notice of its intention to do so, without liability therefore.

13. Ownership: This is a rental agreement only and the equipment shall remain the personal property of Lessor. Lessee shall not sublet or dispose of said equipment or do anything which might suggest to third parties that the lessee has any power to do so. The equipment shall not be removed from place of installation. Lessee shall not remove, cover, or interfere with Lessor's identification or advertising labels attached to equipment.

14. Compliance with Laws: Customer agrees not to use or allow anyone to use the rental equipment for any illegal purpose or in any illegal manner or in an unsafe manner. Customer agrees at his/her/their sole cost and expense to comply with all municipal, county, state, federal, or other governmental or quasi-governmental laws, ordinances and/or regulations which may apply to the use of the rental equipment during the rental period. Customer further agrees to pay all licenses, fines, fees, permits, or taxes arising from Customer's use of the rental equipment, including any subsequently determined to be due. Customer is solely responsible for obtaining any and all permits and/or licenses from the appropriate government agencies prior to use.

15. Permits: The Customer acknowledges they are responsible for requesting and attaining all permits and insurance documents required. In the event that the order is cancelled or the customer does not accept delivery due to lack of permits or insurance, the customer is responsible for the full amount of the agreement. Lessee shall incur any state or city taxes applicable.

16a. Legal Fees: In the event that this contract is not paid or any portion thereof is turned over to an outside collection agency or law firm, the above named customer will be liable for up to thirty percent (30%) of the principal amount of the claim as collection fees. In the event that an attorney is retained to enforce any provision of the Agreement, the prevailing party shall be entitled to recover reasonable attorney's fees and court costs in such action or proceeding, in an amount to be determined by the court or arbitrator.

16b. In the event that this contract is not paid or any portion thereof is turned over to an outside law firm for litigation. The above named customer will be liable for thirty percent (30%) of the principal amount of the claim as litigation fees, plus attorney fees, plus all court costs allowed by law.

17. Customer Acknowledgement: Customer acknowledges and certifies that they have had a sufficient opportunity to read this entire Agreement, and agree to be bound by all the terms and conditions on **both sides** and that they understand its content and that they execute it freely, intelligently and without duress of any kind.

18. Severability: If any of the terms or conditions of this Agreement are found to be unenforceable, illegal or unconscionable by a court of competent jurisdiction, such item shall be stricken from the Agreement, and the remaining terms and conditions of this Agreement shall stay in full force and effect.

19. Entire Agreement: This Agreement constitutes the full agreement between Lessor and Customer. Any prior agreements, whether written or oral, promises, negotiations, or representations not expressly set forth herein shall be of no force or effect. Customer acknowledges the receipt of the Rental Equipment that is the subject of this Rental Agreement and General Release and the fact that it is in good working order. Any person executing this agreement on behalf of a corporation or organization warrants in his/her individual capacity that he/she is acting within the scope of his authority and that said corporation or organization shall be bound thereby. Lessor may rely on and follow any directions whether oral or written of any member of the lessee's family, employee, or agent with respect to any act or acts performed by Lessor in the delivery, installation or removal of equipment or of the performance of any services caused by this agreement.