

# TENT RESERVATION CHECKLIST

Contact Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Cell Number: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Delivery & Pick Up: YES / NO

Is the Set up location available for Early Delivery? Yes / No

If location is available for early delivery, what is the Earliest Time and Date of Delivery? \_\_\_\_\_  
\_\_\_\_\_

Size of Tent: \_\_\_\_\_

Amount of Sidewall: \_\_\_\_\_

*If sidewall is being rented, Carolan Rental & Fun Co. is not responsible for securing it down. Customer may not puncture the sidewall to secure it down; if damaged, customer is responsible for replacement costs.  
F.Y.I. Strong winds may cause the sidewall to blow.*

Address of where tent is going: \_\_\_\_\_  
\_\_\_\_\_

Location of where the tent is being set up: \_\_\_\_\_  
(Backyard, front yard, side, etc- be specific. Maps &/or diagrams are appreciated.)

Set up on: GRASS / ASPHALT / CONCRETE Can we stake?: YES / NO  
(circle one)

Customer understands that Carolan Rental & Fun Co. personnel needs to be able to drive within 50 feet of set up location. (A service charge will be applied if this is not possible.)  
YES / NO

Customer will have power, phone, sprinkler, & water lines marked:  
YES / NO  
*If customer indicates NO, Carolan Rental & Fun Co. will call 'Call One' (1-800-781-7474)*

*\*IMPORTANT: if an excavator permit is needed, there will be people on the property to mark electrical lines, water lines, phone lines, etc. Carolan Rental is not responsible for Paint markings done by the Companies marking underground utilities. The Renter may ask companies to use flags but it is not guaranteed.*

*\*If customer indicates NO, please fill out following page completely.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\$50.00 per tent Non-refundable down payment is due with the reservation. Balance MUST be paid one week before event. Carolan Rental & Fun Co. personnel will not begin work until payment is made in full. Thank you!**

**‘CALL ONE’ diggers’ hotline**

(A requirement of 48 hours notice is needed for a Call One request)

**Carolán Rental & Fun Co. will call ‘CALL ONE’ diggers hotline to mark underground lines. All lines that were installed privately must be marked by you. We will not be responsible if we hit a line that was not marked (this includes sprinkler lines).**

Please fill in the following information required by ‘Call One’ digger’s hotline---ALL areas MUST be completed.

Physical address of tent location: \_\_\_\_\_  
\_\_\_\_\_

Is this address inside or outside of city limits? \_\_\_\_\_

If no exact address, give directions from closest town: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

County: \_\_\_\_\_

Township, range, & section if known: \_\_\_\_\_

Is the tent to be anchored on a public right of way? Yes \_\_\_\_\_ No \_\_\_\_\_

Where on this location will tent be placed—try to be as specific as possible. If it goes in a yard we need to know front yard or back yard or distance and direction from closest road(s).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is this a corner lot? Yes \_\_\_\_\_ No \_\_\_\_\_

Is it in the front or rear of the property? \_\_\_\_\_

Please draw a rough sketch of where tent will be placed: (optional: download earth.google.com to print out map/aerial view of property)

    N  
W        E  
    S