

Rental Invoice for Fresko

Date of Last Update: Nov 3rd

INVOICE NUMBER: 44150

Client Name: Fresko

Setup*:

Take Down*:

Venue Address:

Actual Event Date: 11/15/20

Deposit Due Date: **11/5/20**

Deposit Amount: \$1,792.35

Last Day to Make Changes: 10/25/20

Final Payment Due Date: 10/31/20

Note: Items are not secured until a deposit has been made

Please mail payment to arrive on due date

**SETUP DATE CAN CHANGED BASED ON BOOKINGS*

NOTES:

Setup Notes

Notes:

Delivery dates depend on shipping - Covid changes shipping dates

Location:	Description:	Cost	Labor	Quantity	Rental Total	Labor Total	Sub Total	Note
Entrance	Large 36inch Wreath	247.44	49.49	1	\$247.44	\$49.49	\$296.93	
Front Desk	3 Topiaries (12 x 18 x 12 inches)	140.44	28.09	1	\$140.44	\$28.09	\$168.53	
Bar	For End of bar - Designer arrangements (12"tall x 15" wide")	66.88	13.38	1	\$66.88	\$13.38	\$80.26	
Bar	Loose magnolia foliage tucked in bar bottles	133.75	26.75	1	\$133.75	\$26.75	\$160.50	
Wine Case	Garland for wine case, on top and down both sides	561.75	112.35	1	\$561.75	\$112.35	\$674.10	
Wine Case	Loose magnolia foliage tucked in bar bottles	133.75	26.75	1	\$133.75	\$26.75	\$160.50	
Booths	Long and narrow across booth dividers	535.00	107.00	1	\$535.00	\$107.00	\$642.00	
Trees	8' Fresh Designer Trees	234.00	46.80	1	\$234.00	\$46.80	\$280.80	Waiting for our supplier to launch these
Trees	Tree Lights	100.31	20.06	1	\$100.31	\$20.06	\$120.37	
Trees	Magnolia foilage on trees	133.75	26.75	1	\$133.75	\$26.75	\$160.50	
Trees	Brown and Bronze balls	133.75	26.75	1	\$133.75	\$26.75	\$160.50	
Trees	Ribbon	133.75	26.75	1	\$133.75	\$26.75	\$160.50	
Trees	Tree Stand and Chemical	100.31	20.06	1	\$100.31	\$20.06	\$120.37	
Total:					\$2,654.88	\$530.98	\$3,185.86	

Overtime / Holiday / Special Labor

	Labor	Quantity	Labor Total
Special Labor	0.00		\$0.00
Friday Setup: <u>Overtime:</u> Between 4-8pm Monday through Friday	75.00		\$0.00 (charged per day/per trip)
Saturday Takedown: <u>Overtime:</u> Any labor on Saturday or Sunday	75.00		\$0.00 (charged per day/per trip)
<u>Overtime:</u> Late night take down - after 8pm	150.00		\$0.00 (May need 2 trips / 1 for chairs)
Holiday's (see Anthony for list)	200.00		\$0.00
<u>Rain Plan:</u> Outdoor chair pickup (same day)	150.00		\$0.00 (otherwise chairs are left out overnight)
Ad's Labor: 2 staff - 2 hour min each (31.25 per hour)	125.00		\$0.00
Carrying items upstairs and downstairs (eachway - up/dn)	15.00		\$0.00
Bringing items up through elevators (eachway - up/dn)	10.00		\$0.00
Delivery/Setup Outside of Des Moines area (\$4 per mile each way)	4.00		\$0.00
<i>Note: Other labor fees may apply</i>			
Total:			\$0.00

Total Rentals:	\$2,654.88	
Delivery:	\$75.00	
Subtotal:	\$2,729.88	
Tax:	\$191.09	
Total Labor:	\$530.98	
Damage/insurance fee:	\$132.74	Deposit Amt Due:
Total:	\$3,584.69	11/5/20
Deposit Paid:		1792.35
Balance After Deposit:	\$3,584.69	<i>Items are not held until a deposit has been made</i>
Final Payment (due 15 days before)		<i>Pricing is valid for 7 days and may change at anytime without a deposit</i>
Final Balance:	\$3,584.69	
	Credit Card Fee (3%)	
	Total with Credit Fee:	
	(due 15 working days before event)	

**Rentals are not secured without a deposit. Please make checks to Beck Events. No refunds. Please proof your order we are not responsible for missing items due to an oversight.*

Planning and Design:

You will receive a free half hour initial consultation to identify what rentals are needed and 1 half hour consultation, on site, to discuss the final layout. Meetings are held by appointment on Saturdays at 11:45am. Additional meetings are at an hourly rate of \$50 per hour. Client must provide the diagram for setup of above rentals or pay \$100 for diagram creation.

First Meeting: _____ Date Approved by Beck: _____
 Next Meeting: _____
 Additional Meetings: _____

Hours ax 50:

Terms and Conditions:

A one-time delivery/pickup fee of \$70 is required to transport to and from the venue. Delivery schedule to be determined by Venue. **Overtime may be applied.

Terms: 50% of total invoice will hold items for you. Final numbers and payment in full, including 6% tax, is required 15 working days prior to delivery. 3% fee for use of credit cards.

If a 50% deposit has not been paid the items will not be held. Without a deposit the bid prices are good for 7 days and then can change at anytime.

Damage/Insurance fee is for normal wear and tear and not for distruction of rental items due to the following:

Stains that can't be removed (wine, grease, etc.), bio hazard items, broken items due to neglect or abuse, missing items, cracked or ripped items.

Saley Nong/Beck Events/Anthony Marinaro/Sticks, Inc./Out of Box, LLC is not responsible for the accuracy of this order as it relates to your diagram. It's your personal responsibility, as the client, to confirm that the order is correct.

Rentals are to be used for only one event and cannot be carried over to another without prior permission (extra rental charge may apply). Pick up will occur within 24 hours after the event for the following events Monday Through Thursday. For events on Friday, Saturday, or Sunday items will be picked up on the following Monday unless the venue or client needs weekend pickups or a weekend truck is available. Weekend pickups are subject to an overtime - weekend charge of \$75.00. There are no refunds on orders. Delivery times are a 1 hour window (i.e. 10 *Beck Events, Out of Box, and/or Sticks does not transfer chairs from one location to another, please order chairs accordingly or plan staff to transfer these chairs for a transfer fee.*

Outside Items & Weather: Outside items that get wet due to weather will need to be dried by staff the fee for this is \$3 per item. The cost for mud removal on the chairs is \$3 per chair.

If the chairs are destroyed due to the weather then you, the client, will be charged for replacement of the chair.

For events at Sticks and the World Food Prize please note the building's chairs can not go outside

Linens: Do not place linens in plastic bags, they will mold.

Please shake well to remove all decorations and food particles. Fold and Return.

You will be charged the replacement cost for ANY wax, burn holes, or non-removable stains (i.e. oil, wax, red wine, etc.)

*Please note black linens are suggest for food tables or tables holding red wine to avoid damage from stains.

Note for Sticks: Please note that events after the sun sets in the Drawing Room at Sticks will need additional lighting. There is no overhead lights in the drawing room.

For additional floral and decorative items please contact Anthony Marinaro directly.

anthonygmarinaro@gmail.com

X _____

Sign and Date Above

Please note, the deposit check acts as your agreement to the order and terms above. A signature is not required to be held to the terms above.

Notes for Setup:

Billing Information:

Please make checks payable to **Beck Events** and mail to the following address: **Out of Box 6800 SW 15th St. Des Moines, Iowa 50315**

Checks Made to: Beck Events

Mail to:

Anthony Marinaro

6800 SW 15th St.

Des Moines, Iowa 50315

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