

WHAT TO EXPECT: DELIVERY & PICK UP

PAYMENT, FINAL ORDER & CHANGES:

Payment and final changes are due 7 days prior to the delivery date.

Any changes received after 7 days will be accommodated based on availability and readiness.

DELIVERY/PICK UP TIME:

Delivery and pick up times are not guaranteed and may take place between 8 AM and 7 PM. Standard delivery does not include set up, tear down, special times, or deliveries beyond first-floor/dock level.

PLACEMENT OF EQUIPMENT

Equipment will be neatly stacked in one location within 30' of the tailgate. If drop-off is in excess of 30', additional fees may apply. A diagram must be provided for installation of dance floors, risers, and pipe and drape, plus table & chairs if set up is requested. **If a diagram is not provided prior to delivery, we will place items at our discretion.**

COUNTING & CLEANING

Please verify the counts of your items. If the count is incorrect, notify us immediately so we can take care of it for you. You are responsible for any missing items, misuse, neglect, and theft. Shake linen free of debris. **Scrape & rinse tabletop items, please!** If an item breaks, keep a piece of it so we know it's broken and not missing.

ENTRY DENIED

If access is denied for any reason, a return trip fee will be incurred. Please notify us of gates, and/or restrictions, such as hours of operation, or possible interferences to drop-off and pickup.

Thanks for your help!

Thank you for partnering with Lions Event Rentals to help make your event a success. We are always happy to help.



Lions Event Rentals
Port Coquitlam, BC
Events Made Simple

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