# FOR YOUR OCCASION

## For Your Occasion Event Rentals

# **GIVES BACK GUIDELINES**

Over the last 3 years, the team at For Your Occasion Event Rentals has been building strong relationships, providing financial and in-kind support to organizations and programs that make a positive impact in the community.

We give in many ways: product and in-kind donations and monetary contributions. Giving back is at the core of our business. Each year, the number of donation requests continues to grow. Throughout the year, we receive a large number of requests from organizations striving to make a positive impact, and we are thankful to support a variety of organizations and causes. While we would like to respond favorably to all requests, the needs are greater than those of our allocated resources, so we are unable to accommodate them all.

Please review the guidelines listed below before completing the form. To have an efficient process, we require the completion of the entire Donation Request Form.

#### Guidelines For All Donation Requests:

- Donation Request Form must be filled out entirely to be considered
- The request must be received at least 60 days before the event
- Only one donation request per event
- Only one donation request per calendar year per organization
- Must be located within 30 miles of For Your Occasion Event Rentals (delivery only)
- For Your Occasion Event Rentals must be included in all marketing/advertising material regarding the event. A proof must be sent to For Your Occasion Event Rentals for approval.
  - Send proof to: info@fyoeventrentals.com

### If approved, additional documents must be returned within 48 hours:

- Signed Quote
- Credit Card Form (must be on file for damage purposes)
- Temporary Structures Addendum (tent rental only)
- Rental Agreement will be sent for you to review
- By signing the quote, you acknowledge reading and understanding the Rental Agreement
- Organization takes full responsibility of rental equipment during rental duration
  - For Your Occasion Event Rentals does NOT donate delivery fees, labor charges, taxes, damage waiver and/or cleaning fees