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INDUSTRY PACKAGE – PLEASE FILL OUT THE FOLLOWING INFORMATION AND SUBMIT IT VIA EMAIL TO:

info@linencloset.ca

We want to work with you!

To best serve you, we require all new industry clients to fill out this packet. Please fill out the PDF as completely as possible and email it to us. We will look over your request and determine your industry status. Once qualified, you will have access to our industry prices and have the ability to provide instant and accurate quotes to your clients.

If you have any further questions, feel free to email info@linencloset.ca or call 289-597-7288. We look forward to working with you and creating amazing events together!

Company Information

Company Name _____

Address _____

City, Province, Postal Code _____

Telephone _____

Email _____

Website _____

Type of Business _____

Contact Information

Contact Name _____

Contact Name _____

Email _____

Email _____

Telephone _____

Telephone _____

Cellphone _____

Cellphone _____

STANDARD CONTRACT – REGARDING THE USE OF ALL RENTED ITEMS FROM LINEN CLOSET

CUSTOMER RESPONSIBILITIES

The customer is liable for all damage, destruction, loss or theft regardless of whether rental items were turned over to any 3rd parties including (but not limited to) caterers, set-up personnel, venues, etc. The customer liability does not change if Linen Closet is delivering or picking up. Linen Closet cannot assume any responsibility for items whenever they are not under direct control of Linen Closet such as during the event. The customer agrees to provide Linen Closet with a valid credit card and agrees that this credit card maybe charged for all damaged, missing, or lost items as well as unpaid balances.

RENTAL PERIOD

Rental period begins on the ship date specified in the Linen Closet rental contract and ends when the items are returned to Linen Closet. Linen Closet reserves the right to charge additional rental for items returned after the agreed return date. Late fees will apply for returns past 3 days of the "Return Date" specified on the rental contract.

MILDEW & WAX

The customer agrees to take reasonable care to prevent mildew from forming on linens by separating damp linens, not storing damp linens in sealed plastic bags or containers, not leaving any linens in damp areas, not setting up linens where they are in constant contact with damp grass, promptly returning all items, etc. Mildew is permanent and will result in replacement charges. Wax generally comes out in the wash; however excessive wax may result in additional cleaning charges. Burn holes or other permanent damages will result in replacement charges. Extra charges will be determined by extent of damage and replacement fees are a fixed cost on a per item basis.

CANCELLATION POLICY

Orders canceled or reduced by more than 75% of order total within 10 days of the scheduled event are charged 50% of the order total. The first \$250 is non-refundable regardless of when the order is cancelled or reduced. The maximum cancellation charge is 50% of the order. Any refunds issued are reduced by this amount. Rental charges will not be reduced for items not used after leaving the warehouse.

SHIPPING

Upon receipt, the customer must inspect rental items. All problems must be reported to Linen Closet immediately. No credit will be given for missing or damaged items reported after the event. The customer is responsible for all breakage, damage, lost, missing, and stolen items.

DEPOSITS

A 50% deposit of the order total (less taxes) is necessary to keep those items on hold for the event date and to have the order considered "Confirmed". Without a deposit, Linen Closet reserves the right to rent those items to others.

ADDITIONAL PAYMENT TERMS

Full payment of the order must be received 48 hours before the order is scheduled to leave the warehouse. If the customer breaches or defaults in payment or otherwise, Linen Closet shall be entitled to recover all attorney's fees, legal expenses and costs incurred by Linen Closet from the customer.

MISCELLANEOUS TERMS

This contract together with Linen Closet rental agreement and credit card authorization form set forth the final, complete, and exclusive agreement between Linen Closet and the customer, and this agreement fully supersedes all prior agreements, discussions, negotiations and understandings between the parties on the subject matter. If the any provision of this contract is held by a court to be unenforceable, the remaining provisions of this contract shall remain in full force effect.

The customer signature below indicates agreement to all provisions above:

Name

Date

Signature

INDUSTRY REFERENCES

Company Name _____

Contact/ Phone Number _____

Email _____

Company Name _____

Contact/ Phone Number _____

Email _____

CREDIT CARD FOR FILE: All Linen Closet customers must have a "for file" credit card authorization for your Customer Account. This credit card will be charged for the first order on new Net 30 accounts, as well as unreturned orders, lost and damaged items, and outstanding invoices.

Name on Card _____

Credit Card Number _____

Expiration Date _____

CVV _____

Address _____

City, Province _____

Postal Code _____

Authorized Signature: The undersigned represents that he/she has the authority to request the above credit card be billed for services according to the terms stated here and without dispute. I certify the above information to be accurate and authorize Linen Closet to use this information in establishing an industry account.

SIGNED _____

DATE _____