



## **RENTAL AGREEMENT FORM**

USE OF THE COTTON CANDY MACHINE OR POPCORN MACHINE IS ON A FIRST-COME, FIRST SERVED BASIS. USAGE IS PENDING PRIOR AGREEMENT BY THE USER & APO TO THE FOLLOWING TERMS:

1. Transportation of equipment must be arranged in advance. Unless otherwise specified, pickup and drop off is from the SAU.
2. The undersigned takes full responsibility for any damage to the item rented that may occur during use and hereby agrees to reimburse APO for all costs to repair, including but not limited to parts replacement, damage repair and all shipping.
3. The undersigned takes full responsibility for used or damaged products and supplies and hereby agrees to reimburse APO for all costs to replace.
4. User will advise the APO staff immediately of any difficulties, damage or malfunction with the items rented at the time of occurrence. (973-255-8487)
5. User is responsible for making arrangements for electrical access.
6. Machines must be cleaned prior to being returned or a \$20 fee will be charged.
7. Payments (RIT account, check, or cash only) must be made on the day of return.

Check box of item being rented:

POPCORN MACHINE

COTTON CANDY MACHINE

Organization/Office Name: \_\_\_\_\_

Contact name: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Date(s) of use: \_\_\_\_\_ to \_\_\_\_\_ Times of use: \_\_\_\_\_ - \_\_\_\_\_

Location: \_\_\_\_\_

FORM OF PAYMENT (CHECK ONE):

Account#: \_\_\_\_\_ Check #: \_\_\_\_\_ Cash: \_\_\_\_\_

I hereby agree to the terms and conditions of this contract:

\_\_\_\_\_

Authorized Signatory for User

Date

\_\_\_\_\_

APO Staff Signature

Date

\_\_\_\_\_

## **RENTAL INFORMATION**

### General Information:

- All rentals are \$45 for registered student organizations, departments, and other campus entities.
- Machines are provided on a cart with wheels for easy transport within academic sides of campus. The electrical cord provided is 25 feet and requires a 20 amp plug.
- Organizations/departments will not be charged for unopened/unused products or supplies.
- When serving food, distributors must wear gloves and make all other sanitary precautions.
- Reminder, SG sponsored clubs should EVR events as required.

<b>Popcorn Machine</b>	<b>Qty.</b>	<b>Unit Price</b>	<b>Total</b>
Day Rental		\$45.00	
Popcorn Pack (Serves 5) + 5 Bags		\$1.75	
50 Clown Print Bags		\$3.00	
Operator Hourly Rental**		\$7.50	
		<b>Balance</b>	

<b>Cotton Candy Machine</b>	<b>Qty.</b>	<b>Unit Price</b>	<b>Total</b>
Day Rental		\$45.00	
One Carton of Floss* (Serves 70)		\$8.50	
75 Cones		\$3.50	
Operator Hourly Rental**		\$7.50	
		<b>Balance</b>	

\*Floss flavors are Cherry Berry and Blue Raspberry

\*\*Alpha Phi Omega brothers may be hired at \$7.50/hour to operate either of the machines (you are charged by the hour, not by the amount of operators).

[www.apoxz.org/concessions](http://www.apoxz.org/concessions)

[www.apoxz.org/forms/rental.pdf](http://www.apoxz.org/forms/rental.pdf)

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