

Y&I Events LLC Minneapolis, Minnesota www.yandieventsllc.com @yandievents

# Rent, Pay, Go

Welcome to our Rent, Pay, Go program. A simple program that allows you to rent items from our inventory, pay for your order, and pick up the order yourself. This program is perfect for the Client who needs some rentals but not all the benefits of our "full-service."

A nice budget-friendly program for the cost-savvy Client.

## STEP 1

Contact us to schedule an in-person consultation. At the consultation, you'll be able to review and see our inventory.

#### **STEP 2**

We'll draw up a quote of the rental items you select. You'll have a chance to review it and make any changes as need be. Once your quote meets your needs, we'll send you an agreement and invoice.

#### STEP 3

Sign the rental agreement and return (email) to us.

Make the payment for your deposit. Once we receive the rental agreement and deposit, your order and event date are officially confirmed.

#### **STEP 4**

If you need to update or revise anything on your order, you can make changes up to 4 weeks prior to your event date. Changes and/or updates to your order are subject to inventory availability. If any changes are made, we will update your invoice accordingly.

#### STEP 5

We will send you the final invoice with balance due. Balance payment must be made in full 2 weeks prior to your event date.

#### **STEP 6**

We will coordinate all the details for you to pick up and return your rental order. Order pick up must be scheduled with us 2 weeks prior to your event date. We'll give you a guide on how to pick up your rental order.

#### STEP 7

On the date of your pickup – we will meet you at our studio. Please arrive on time, as we often have multiple Clients pickup or are prepping for other events.

#### STEP 8



Set up your rental items for your event. Enjoy your event. Upon completion of your event, pack up your rental items in the same containers and packaging they came in.

# STEP 9

Return your rental order to our studio on the date and time that we coordinated with you.

#### STEP 10

We will process your order and make sure nothing is missing or damaged. If any items are missing or damaged, we'll contact you to find the missing items or invoice you for any damaged items.

## NOTE:

Not all items are available through our Rent, Pay, Go program.

Items like furniture, backdrops, and draping are not available. This is due to the complexity of setup, size, vehicle requirements, etc. If you have questions about inventory and what's available for you to rent and transport, we can address them during your consultation.