



## **RENTAL POLICIES**

- To rent equipment, a customer must complete, sign and fax back to us the **EQUIPMENT RENTAL AGREEMENT** (please print the downloadable form).
- Payment by Cash, Check or Credit Card is due in full, in advance, at the beginning of the Rental Period. Our minimum rental charge is \$80.
- For Credit Card payments, you will be required to complete, sign and fax back to us the **Credit Card Authorization Form** (please print the downloadable form).
- Quoted prices do not include shipping charges or local sales taxes (if applicable).
- Rental period begins on the day the equipment is due to be received by the customer via customer pick-up or shipping.
- Rental period ends on the day the equipment is received back at our facility.
- Equipment may be Picked-Up or Shipped from our Store & Warehouse in Smyrna, De.
- Should equipment not arrive at customer's location on schedule, customer shall notify Penn State Manufacturing Co. of the delay within 24 hours after the scheduled delivery. Otherwise, we will assume that the equipment arrived on time, and we will assess rental charges accordingly.
- Customer shall notify Penn State Manufacturing Co. of equipment damage or failure within 24 hours of receipt of equipment so that we can arrange replacement of defective equipment. If customer fails to notify us of receipt of defective equipment within 24 hours of delivery, we will assume that the customer received the equipment in good working condition and we will assess rental charges accordingly.
- Customers can return equipment to our Delaware facility, or ship it back using their courier of choice. Shipments must be traceable and insured.
- Customer must complete, sign and return to us the **EQUIPMENT RENTAL RETURN FORM** (please print the downloadable form) along with the rented equipment at the end of the rental period.
- Should equipment not arrive back to our facility on schedule, we must be notified of the change within 24 hours of the scheduled delivery.
- Customer must secure and maintain insurance on the rental equipment during the rental period. Proof of Insurance will be required at the beginning of the rental period.
- Should equipment be returned to our facility damaged, we must be notified within 24 hours of the scheduled delivery.

## **Penn State Manufacturing Co.**

56 Artisan Way, Unit #7, Smyrna, DE 19977

Toll Free: (800) 452-1604 ● Fax: (302) 449-3315 or 801-848-6565

[www.pennstatemfg.com](http://www.pennstatemfg.com) ● Email: [sales@pennstatemfg.com](mailto:sales@pennstatemfg.com)



- Customers who return equipment that is damaged or is missing components will be billed for the repair or replacement costs. After the return of the equipment, if Penn State Manufacturing Co. determines that damage has occurred, customer will be billed for the costs of repair or replacement of equipment.
- Customer will be liable for any misuse, loss, theft, destruction, or damage to the rental equipment, including damage from unauthorized attempts to repair.
- All equipment lost or damaged beyond repair will be paid for by the customer at the current replacement value. All repairable damaged equipment must be repaired only by Penn State Manufacturing Co., and cost of such repair shall be paid by the customer.
- Penn State Manufacturing Co. is to be free from any liability or responsibility from the use or misuse of rented equipment.
- Customer will pay all collection fees, court costs, attorney's fees, or any other expense required to enforce the terms and conditions of this contract.

### Notes:

1. Due to the technical complexity of this equipment, prior operating knowledge or experience is highly recommended. The customer must be aware of the operating limitations of the equipment and is responsible for insuring that the environment within which the equipment will be operated is sufficient to attain the desired results. Rental charges will not be refunded should the equipment fail to perform due to the experience of the equipment operator or if the equipment is operated in a manner or environment for which it is not intended.
2. Training can be provided at our facilities for the rental equipment that we supply. Additional fees may be charged for this service.