



We at Live Oak Wine Decor know that setting the mood for a special event will call for special items that you may not have on hand. We are happy to be part of any such event and will rent anything you see on our website. We do ask that you browse our galleries to get ideas and info about rentals. If you would like to get a quote, please email or call any time! [info@liveoakwinedecor.com](mailto:info@liveoakwinedecor.com) Or 618-476-6153

**Rental Client Data Sheet - Please Print**

Bride \_\_\_\_\_ Groom \_\_\_\_\_

Cell Phones:

\_\_\_\_\_

Email's:

\_\_\_\_\_

Home Phone:

\_\_\_\_\_

Home Address:

\_\_\_\_\_

Wedding Date: \_\_\_\_\_

Time: \_\_\_\_\_

Ceremony Site:

\_\_\_\_\_

Reception Site:

\_\_\_\_\_

Coordinator: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

## **Rental Agreement**

Deposit is required: In order to secure service and reserve your date a non-refundable deposit of \$50 is required.

Payment of any or all amounts will be paid for by credit card.

30 days prior to the event, 50% of the rental fee (less \$50 deposit) is due and non-refundable. The balance of the payment is due prior to or upon pickup. Failure to pickup will result in a \$100 inconvenience fee.

Number of barrels needed: \_\_\_\_\_ Rental Fee \_\_\_\_\_

Number of Glass tops needed: \_\_\_\_\_ Rental Fee \_\_\_\_\_

Number of Candle Holders: 3 candles \_\_\_\_\_ Rental Fee \_\_\_\_\_

5 Candles \_\_\_\_\_ Rental Fee \_\_\_\_\_

Rustic Wood Table Top: \_\_\_\_\_ Rental Fee \_\_\_\_\_

Free Standing Chalkboard Stave Sign: \_\_\_\_\_ Rental Fee \_\_\_\_\_

Umbrella Topper: \_\_\_\_\_ Rental Fee \_\_\_\_\_

Rough Sawn Bark Edge Oak Slab: \_\_\_\_\_ Rental Fee \_\_\_\_\_

Total: \_\_\_\_\_

Rental Pickup Date: \_\_\_\_\_ Rental Return Date: \_\_\_\_\_

Deposit Paid Date: \_\_\_\_\_ 50% Payment Due Date: \_\_\_\_\_

Rental Fee for up to 3 days

Wine Barrels: \$40 each

Glass Top (30" or 36"): \$20 each

Rustic Wood Table Top (2' x 8'): \$20

Free Standing Chalkboard Stave Sign (29"x36"): \$30

Barrel Stave 3 Candle Holders with glass votive: \$15 each (glass votive are yours to keep)

Barrel Stave 5 Candle Holders with glass votive: \$30 each (glass votive are yours to keep)

Umbrella Topper: \$35 each

Rough Sawn Bark Edge Oak Slab (approx. 10'x2'): \$45

Total Rental Charge: \_\_\_\_\_

50% Payment amount less deposit: \_\_\_\_\_

Final Payment Amount: \_\_\_\_\_

Rentals - We are renting our equipment to you with the understanding that it will be returned in the same condition that it was loaned. A replacement fee will be charged for any lost or damaged items. All glass tops must be clean and in original box when returned.

All rental items must be picked up at 3pm on Rental Pickup Date at:

**Live Oak Wine Décor**

**513 South Jefferson**

**Millstadt IL 62260**

All rental items shall be returned to this location at 10am on the Rental Return Date

Cancellation In the event you cancel your rental, your deposit is non-refundable. If you cancel within 30 days of event, your 50% payment is also non-refundable

**Authorization/Confirmation:** The signature below indicates understanding of and contractual agreement to the terms of this agreement.

Bride: \_\_\_\_\_

Groom: \_\_\_\_\_

Coordinator: \_\_\_\_\_

All rentals will be paid for by credit card.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## **Barrel Specifications (approximate measurements)**

- Approx. 59 Gallon Red Wine Barrels
- Approx. 36" Tall
- Approx. 26" Diameter at the Bilge
- Approx. 22" Diameter at the Head
- Approx. 120lbs each

**All barrels are in their natural color and have been sanded but not stained. Due to the unique characteristics and history of the barrel all pieces will vary in shades, stamping and marks. You will not get the exact color and markings as shown on our website. We can also rent wine themed Lazy Susans and Trays upon request.**

**Thank You for your business!**