

2012 CUP DAY ORDER FORM



Having a Party?
 ABN: 11 424 130 244
 4 Lindsay Avenue,
 Nunawading | 3131 | Vic
 P: 9894 1311 | F: 9878 1309
 E: havingaparty@optusnet.com.au
 W: www.havingaparty.com.au

Print out form, complete all details & return via fax or email

Date: _____
 Customer Name: _____
 Contact Person: _____
 Billing Address: _____

 Delivery Address: _____

 Is the delivery address a residential address? Yes No
 Home Phone: _____
 Mobile Phone: _____

Description	Qty	Unit	Total	Description	Qty	Unit	Total
Tables				White Linen Tablecloths			
1.8m x 75cm Trestle		\$17	\$	1.8m x 75cm Trestle		\$16	\$
1.8m x 90cm Trestle		\$17	\$	1.8m x 90cm Trestle		\$16	\$
2.4m x 75cm Trestle		\$19	\$	2.4m x 75cm Trestle		\$16	\$
2.4m x 90cm Trestle		\$19	\$	2.4m x 90cm Trestle		\$16	\$
1.2m Round		\$20	\$	1.2m Round		\$19	\$
1.5m Round		\$23	\$	1.5m Round		\$22	\$
White Garden Table		\$15	\$	White Garden Table		\$17	\$
Café Table		\$20	\$	Café Table		\$17	\$
Cocktail Table		\$20	\$	Cocktail Table		\$13	\$
Bar Table		\$22	\$	Bar Table		\$13	\$
High Bar		\$159	\$	Damask Napkin		\$1.25	\$
<i>Please note: linen must be cleaned prior to collection</i>							
Chairs				Glassware & Catering			
White Bistro Chair		\$3.25	\$	Glass Pilsner 200ml 1-doz		\$11.40	\$
Black Folding Chair		\$3.25	\$	White Wine 250ml 1-doz		\$11.40	\$
White Folding Chair		\$3.55	\$	Red Wine 300ml 1-doz		\$11.40	\$
Charcoal Stacking Chair		\$3	\$	Champ Flute 170ml 1-doz		\$11.40	\$
White Banquet Chair		\$7.95	\$	Tumbler 240ml 1-doz		\$11.40	\$
Bench Seat 2.4m		\$22	\$	High Ball 260ml 1-doz		\$11.40	\$
Bar Stool		\$14.95	\$	100 Pie Warmer		\$69	\$
White Bench Ottoman		\$100	\$	30lt Hot Water Urn		\$69	\$
White Cube Ottoman		\$25	\$	60lt Esky		\$29	\$
White Round Ottoman		\$110	\$	Big Caterers Esky		\$49	\$
Kids Tables & Chairs				Portable Coolroom			
1.8m Small Kids Trestle		\$13.95	\$	Party Drink Tower		\$40	\$
2.4m Small Kids Trestle		\$15.95	\$	Miscellaneous			
1.8m Intermed. Kids Trestle		\$13.95	\$	2.7m Market Umbrella		\$79	\$
2.4m Intermed. Kids Trestle		\$15.95	\$	3m Market Umbrella		\$129	\$
1.8m Large Kids Trestle		\$13.95	\$	Pedestal Fan		\$69	\$
2.4m Large Kids Trestle		\$15.95	\$	Any Additional Items Request: I prefer to pay the cleaning fee \$30 <input type="checkbox"/> I will return hire goods clean <input type="checkbox"/>			
Small Kids Chair		\$2.55	\$				
Intermediate Kids Chair		\$2.75	\$				
Large Kids Chair		\$2.95	\$				
Marquee Hire				OFFICE USE ONLY			
My event is on date.....				Sub Total			
The measurements of the area are.....							
The marquee is to be installed on grass.....							
The marquee is to be installed on hard surface.....							
I would like a marquee to hold.....guests							
I am having a standing cocktail style event.....							
I am having a formal sit down event with tables.....				Transport			
				Damage Waiver			
				Cleaning Fee			
				Total Price			

**Print out order forms, complete all details including payment details & return via following method:
Fax (03) 9878 1309 or email: havingaparty4@optusnet.com.au**

Prior to processing all payments, a staff member will contact you regarding transport costs and to confirm your order .

Customer Name: _____

Billing Address: _____

Please tick your preferred payment method and fill out appropriate fields.

<input type="checkbox"/> Payment Option 1 Credit Card
Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> Amex <input type="checkbox"/> Amex attracts a 3.5% fee
Card Number: Expiry 3 digit verification
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Please debit payment in full to the above credit card.
Name on Credit Card _____ Signature _____
<input type="checkbox"/> Payment Option 2 Cash
Cash payments can be made at the following location. 4 Lindsay Avenue, Nunawading, Vic, 3131.

Delivery of goods: 8am-5pm Monday 5th November 2012

Transport and cartage charges are an additional cost and depend on the location, site conditions, equipment required, time etc. A staff member will contact you regarding transport costs for your delivery prior to processing any payments.

Our delivery staff are instructed to stack all items in a mutually convenient place upon delivery.

Delivery is made to ground floor, door to door drop-off and pickup. Ground floor includes deliveries to residential houses, backyards, garages, or driveways, street front commercial buildings and loading docks. There are extra charges if the delivery point exceeds 20m of vehicles, or is other than ground level, including multiple doors, elevator, stairs, shopping centres, hills, fences, gates, bridges, etc.

Collection of goods: 8am-5pm Wednesday 7th November 2012

On pickup all goods must be neatly stacked, cleaned, and repacked in their containers and be ready for pickup in the same convenient place as the delivery point.

The Customer will be charged additionally for items not ready for pickup on the pre-arranged date.

The payment of a cleaning fee exempts the hirer from any additional cleaning costs incurred by Having a Party undertaking the removal of generally uncleaned items. Excessively dirty goods resulting from misuse or neglect are not waived by the payment of a cleaning fee and additional costs will be charged to the customer.

Special Conditions:

Payment in full is required to confirm any order and reserve any goods.

The Hirer or purchaser may cancel any order, but will forfeit 100% of the total price agreed at placement of order.

Any instruction received from the Hirer for the supply of goods or services and/or the hirer's acceptance of goods or services by Having a Party shall constitute acceptance of the terms and conditions.

Please refer to our website for our full Terms and Conditions of Hire.



4 Lindsay Avenue | Nunawading | Vic 3131
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