

January 1, 2017



Premiere Events Open House Policy

While we are always honored to support our clients and industry friends, our ability to offer donated products and services is limited. Effective January 1, 2017, Premiere will donate, with 60 days advance written notice, support for up to One Open House (OH) event per year; up to \$1000, not to exceed 10% of the Previous Year's Annual Revenue.

All Open House donations are limited to Premiere Events' product that is in-stock and available for the requested day.

(OH) rental items will ONLY be delivered Monday - Friday during standard work hours. Delivery is unavailable, except under special circumstances and with pre-approval, in April, May and October. Standard delivery fees will apply, and after hours support, and additional fees for work outside of the standard work day must be paid by the requesting client. Setup support may be provided, but labor fees will apply. Tabletop OH requests totaling less than \$500 can be picked up at one of our Premiere Showrooms.

Any exceptions to the policy will be considered on a case-by-case basis. (OH) support is limited to Power Network members. Visit <http://premiereeventsonline.com/power-network/> to join.

Open House Support Application

Open House Date: _____ Start Time: _____ End Time: _____

Venue / Location: _____ Address: _____

Primary Contact: _____

Phone: _____ Email: _____

Photographer: _____

Check ALL that Apply:

Premiere Events is Listed / Will be Listed as a Preferred Vendor at this Venue.

The Venue Currently Has / Will Execute a Loyalty Agreement with Premiere Events.

Please List Requested Rental Items:

Please submit all inquiries Brooke@premiereeventsonline.com. Thank you!