

[www.valleyrental.com](http://www.valleyrental.com)



1401 Morganton Blvd.  
Lenoir, N.C.  
828-758-7400



## Event and Equipment Solution Source

### Business Hours

Monday	7:30 AM - 5:00 PM	Thursday	8:00 - 5:00 PM
Tuesday	8:00 AM - 5:00 PM	Friday	8:00 - 5:00 PM
Wednesday	8:00 AM - 5:00 PM	Saturday	8:00 - 12:00 PM
	Sunday - Closed		



## Policies And Procedures

### Reserving Equipment

Early planning ensures product availability. A 25% deposit is required to reserve equipment. A deposit is not a payment toward your rental fees. The deposit is security in case of cancellation, loss damage or late returns. Payment is expected in full 14 days prior to rental date.

### Cancellation Charge

When a reservation is confirmed, all items are taken out of inventory and held for our clients event and as such are no longer available for rent on that date. Therefore a 25% cancellation charge will be imposed if the order is cancelled after reservation is made up until 14 days before rental date. At that time 100% cancellation charge will be enforced.

### Delivery and Pick Up Service

Delivery and Pick Up service is available for all rentals. Prices are calculated based on location and dock to dock service. Additional charges apply to stairs, elevators and excessive distance for loading and unloading trucks. All items are to be delivered and picked up at a designated location. Standard delivery charge applies to our normal business hours. Additional charges will be applied for after hour requests. Clients may request a morning or an afternoon delivery or pick up. We try to accommodate all requests. Events that require exact time or extra time are subject to additional charges. The client should be available to count all items upon delivery and pick up. Otherwise the count will be considered accurate.

### Set Up and Take Down of Rented Items

Rental items that require assembly such as tents, dance floor and staging usually include set up in the rental rate. Additional charges can apply to particularly difficult or unusual set ups that require extra time and/or labor. Set up and take down service is available for such items as tables and chairs for an additional fee. This service should be arranged in advance so that we can schedule labor and accurately quote a charge for this service.

### Site Preparation

You should be certain that your site is ready for delivery and set up of rented equipment. Grass should be mowed in advance and vehicles should be moved from site. Valley Rentals offers free site evaluation. Please call in advance to make an appointment for one of our staff to meet with you and advise you of your options. The client is responsible for advising Valley Rentals of all underground utilities (i.e. gas lines, phone lines, irrigation systems, septic systems, etc.). Some equipment such as canopies must be staked down. All underground lines must be marked before installation can begin. The client assumes all responsibility for damage to underground utilities and systems. Call **811** prior to set up date. This is a free service. Someone will come out, locate, and mark all underground utilities for you. They require a minimum of 48 hour notice.

### Computer Assisted Drawings

Cad drawings can be a valuable tool when planning an event. They take the guess work out of deciding on a floor plan. These drawings can be as simple as seeing how many tables and chairs will fit comfortably in a given area and increasing in complexity to the point of being able to take a virtual walk-thru of your event before the first table has been set up. Cost is determined by the complexity of the drawing and the amount of time required to produce them.

### Returning Equipment

Dishes, flatware and serving pieces should be rinsed free of food and returned in the racks that you received them in. Linens should be shaken free of food and debris and should be allowed to dry before repacking. They can be returned on the hanger provided or in a box. **Do not place in plastic bags.** Damp linen will mildew quickly. Customers will be charged replacement cost on linen damage by but not limited to mildew, grease, burns and candle wax.

### Customer Responsibility

The customer is responsible for equipment from the time of rental to the time of return. Equipment must be secure at all times and protected from the weather. When the equipment is delivered the customer assumes responsibility from the time of delivery until the time of pick up. Customer will be charged for repair or replacement cost of equipment that is damaged, lost or stolen while it is out on rental. Customer understands that tents are temporary structures designed to provide limited protection from weather conditions. However there are situations, especially those involving strong wind and lightening, in which tents will not provide protection and may even be damaged or blown over. Evacuation of tents to avoid possible injury is recommended when severe weather threatens. People must evacuate (and not seek shelter in) tents during such conditions. Client understands that it is customers responsibility to be aware of changing weather conditions and to exercise their best judgment with regard to the evacuation of tents.

## Table of Contents

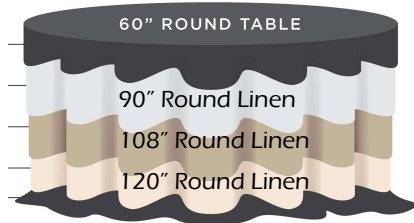
<b>Equipment</b>	<b>Page</b>
Arbor and Décor.....	10-11
Audio Visual.....	7
Cake Displays.....	13
Candelabra & Accessories.....	16
Canopies.....	8-9,22
Chairs.....	5
Chair Covers.....	5
China.....	14
Coffee Servers.....	13
Columns & Accessories.....	17
Concession Equipment.....	20
Coolers.....	14
Dance Floor.....	6
Flatware.....	10
Floral.....	6
Fountains.....	13
Games.....	20-21
Glassware.....	14
Lattice Wedding Accessories.....	17
Lighting.....	7
Linen.....	4
Pipe And Drape.....	6
Policies And Procedures.....	2
Punch Bowls.....	13
Serving Items.....	14
Skirting.....	4
Staging.....	6

All Prices are Subject to Change

## Linen



- Banquet; 60" x 120" ..... 11.00
- Banquet; 90" x 132" ..... 16.00
- Banquet; 90" x 156" ..... 20.00



- Round; 90" ..... 11.00
- Round; 108" ..... 14.00
- Round; 120" ..... 20.00
- Round; 132" White..... 24.00

Serpentine; White, Black or Ivory ..... 10.00



Napkins; 20" x 20" ..... .75

*Napkins: Available in a Variety of Colors*



- Spandex; Hi Top ..... 10.00
- Spandex; Rectangular ..... 10.00
- Square; 60" x 60" ..... 6.00
- Square; 72" x 72" ..... 7.00
- Square; 90" x 90" ..... 9.00
- Sash 8" x 110" ..... 1.00

SUGGESTED SKIRTING SIZES			
HRZ. LENGTH	TABLE SIZES		
13'	48"	6' x 30"	8' x 30"
17' 6"	60" 66"	6' x 30"	(2) 6' x 30"
21' 6"	72"	8' x 30"	(2) 8' x 30"

- Skirting;  
White, Black or Ivory
- 8 foot section ..... 8.00
  - 13 foot section ..... 13.00
  - 14 foot section ..... 14.00
  - 16 foot section ..... 16.00
  - 18 foot Section..... 18.00
  - Skirting; Stage, Black (per ft.) ..... 2.00

## Tables

Banquet 6' x 30".....	9.00
Banquet 8' x 30".....	10.00
Bar 6' w/Table & Linen.....	40.00
Barrel Oak.....	25.00
Barrels w/72" Oak Tabletop...	70.00
Card Table 37" x 37".....	7.00
Corner Table 1/4 Round.....	10.00
Round 36" Diameter.....	9.00
Round 48" Diameter.....	9.00
Round 60" Diameter.....	10.00
Round 72" Diameter.....	12.00
Round 30" Dia Cafe 42" H.....	12.00
Seminar 8' x 18".....	10.00
Serpentine.....	10.00
Serpentine Table w/Riser.....	25.00
Serpentine Table w/Riser & Linen	40.00



## Chairs

Chair; Standard .....	1.10
Chair White Wedding, Folding .....	1.75
Chair; White Resin, Folding, Padded Seat	3.00
Chair; Fruitwood, Neutral Padded Seat .	3.50
Chair Cover; .....	2.50
<i>Ivory, White, and Black</i>	
Chair Sashes; Poly .....	1.00
<i>Sashes are Available in a Variety of Colors</i>	



Fruitwood Chair



White Wedding Chair



White Resin Chair



Chair Cover w/ Sash

All Prices are Subject to Change

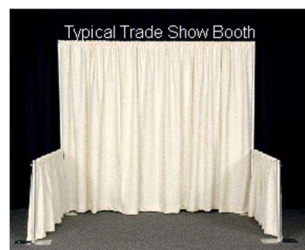
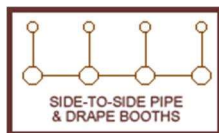


## Dance Floor and Staging

Dance Floor; Black & White, .....	ft <sup>2</sup> 1.25
Dance Floor; Simulated Wood, .....	ft <sup>2</sup> 2.00
Staging; 4' x 4' Section .....	30.00
Staging; Curved Front.....	25.00
Stage; 45 Degree Angle.....	30.00
Staging; Two Step Stair Set.....	30.00
Staging; Guardrail 4' Section .....	10.00

## Floral & Decorative Items

Pedestal; Bamboo 12" H .....	4.00
Garland.....	4.00
Swags .....	3.50
Balloon Inflator; Cool Air.....	20.00



**Please call and ask one of our  
representatives to  
assist you in determining your needs**

## Pipe and Drape

Pipe & Drape Base; Small .....	1.00
Pipe & Drape Base; Large .....	1.00
Pipe & Drape Panel: 8' x 4' .....	3.00
Pipe & Drape Telescopic Rod .....	3.00
Pipe & Drape Uprights; 3' .....	2.00
Pipe & Drape Uprights; 8' .....	3.00
Stanchions w/10' Chain White .....	6.00
Stanchions Chrome Retractable Belt ....	12.00

All Prices are Subject to Change

## Audio Visual Party

Black Light LED .....	12.00
Bubble Machine .....	20.00
Karaoke Machine .....	50.00
Mirror Ball w/Pin Light .....	35.00
Party Lights; Orb LED .....	40.00
Snow Machine .....	125.00

*Snow fluid Sold Separately*



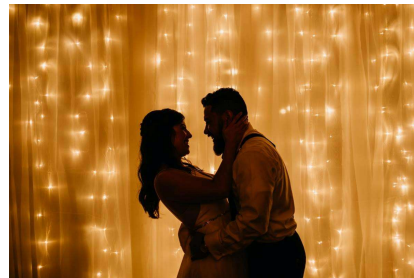
## Audio Visual Meeting

Audio Visual Cart.....	30.00
DLP Projector .....	75.00
Easel; Aluminum Folding.....	12.00
Easel; Folding Presentation.....	15.00
Lectern with Stand.....	50.00
Lectern w/Stand and Remote Mic ...	70.00
Microphone Wireless Receiver.....	60.00
*Microphones, Wireless Handheld ...	5.00
*Microphones, Wireless Lavalier...	10.00
Presentation, Wireless, Laser.....	20.00
Screen, Rollup 6' .....	15.00
Sound System, 150 Watt Player.....	100.00
Spot Light, LED Spot w/Tripod .....	75.00
Stanchions; Chrome Retract Belt ....	12.00



## Lighting

Garden Lights (Black Iron).....	10.00
Icicle Lights .....	10.00
Light Carts; 1000 Watt.....	30.00
Lighting; Par.....	15.00
Light Strands.....	30.00



# Canopies

**Frame Canopies** are much stronger and durable. Frame tents can sustain higher amounts of wind. A frame canopy uses a system of aluminum poles (much like a truss system in a house) to form a free standing structure that the fabric is secured to. The frame eliminates the need for interior center poles leaving more room under the canopy. The frame is typically built on the ground, skinned with fabric and raised into place. The freestanding metal structure supports itself and does not rely on the tension of guy ropes to keep it standing. Frame canopies must be anchored, preferably using 3' stakes into solid ground. They are available in the following sizes:

15 x 15	30 x 30	40 x 40
20 x 20	30 x 45	40 x 60
20 x 30	30 x 60	40 x 80
20 x 40	30 x 75	40 x 100
	30 x 90	40 x 120

**Party Canopy** style tents are only the tent top, it has no sidewalls. It is very economical if you are looking for a little shade, rain cover or ambiance! The canopy must be staked into the ground and requires 4-5 additional feet on all four sides for staking.

**Marquee tents** are great to enhance an entrance, to cover walkway, or can be used in smaller places, like decks, patios. They are available in the following sizes:

10 x 10 10 x 20 10 x 30 10 x 40 and 10 x 50

**Pop-up tents** are 10' x 10'. Simple set up allows for customer installation.

**Canopy prices** include set up and take down within a 15 mile radius of our store. Additional charges may apply for extended travel and/or difficult set ups. All rented equipment will be delivered with canopy.







### Canopy; Accessories

Fans; Pole .....	25.00
Fans; Floor .....	32.00
Fans; Misting 30" .....	50.00
Heater; 90M BTU LP Gas ** .....	80.00
French Door; Double .....	150.00
Gutter (Per Foot).....	1.00
Leg Skirts.....	20.00
Liner (Per Sq Foot) .....	.75
Lighting; Alfresco Arm 20" .....	15.00
Lighting; Crystal Chandelier.....	125.00
Lighting LED Outdoor Strands 48' .....	30.00
Lighting; Par Spots .....	15.00
Sidewall 8 x 20' w/Windows.....	35.00
Sidewall 8' Keder w/ Windows.....	30.00



**Liner on 20 x 20 Canopy**

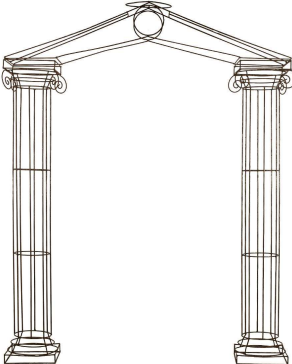
**Additional Space Allowances:**  
**Dance Area:** 2-4 sq ft. per person,  
**Bar Area:** 10 sq ft., **Band:** 100 sq ft.



**Arbors and Decor**



**Carolina Arbor**



**Gothic Arbor**



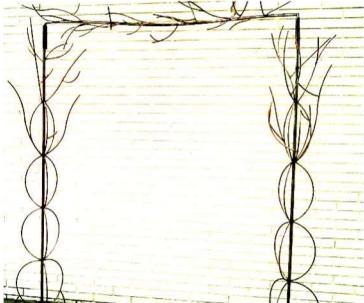
**Broyhill House Seating**



**Sheer Drapes on Pipes**



**Gothic Pergola**



**Limb & Branch Arbor**



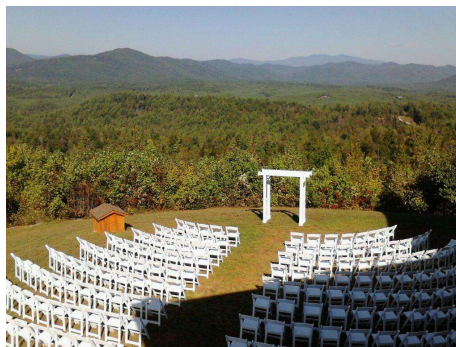
**Sheers Draped from Rafters**



**Wicker Arch**



**Lattice Arbor**



**Columns**



## Concession Equipment

- Cotton Candy Machine..... 50.00
- Cotton Candy Cart ..... 10.00
- Grill; 6' LP Gas; Tow able.....150.00  
*Price Does Not Include LP Gas*
- Hotdog Roller Grill..... 60.00
- Popcorn Popper ..... 40.00
- Popcorn Cart..... 10.00
- Slushy Machine; Double Bowl.....150.00
- Sno Cone Machine ..... 40.00
- Sno Cone Cart ..... 10.00

## Concession Supplies

- Cotton Candy Bags (100) ..... 7.95
- Cotton Candy Cones (25)..... 1.00
- Cotton Candy Floss (1/2 gal.)..... 8.75
- Popcorn Bags (100)..... 4.00
- Popcorn Kit; Corn/Butter 6 oz (ea)... 1.45
- Popcorn Kit; Corn/Butter 6oz.(36) . 49.95
- Slushy Concentrate (makes 2.5 G).13.75
- Sno Cone Cups (200)..... 9.50
- Sno Cone Syrup (gal.).....16.90
- Sno Cone Syrup (25oz)..... 4.25

Product	Yield
Cotton Candy Floss (1/2 gal.)	64 Cones
Popcorn-Butter Pack	6- 1 oz. Bags
Slushie Concentrate (1 qt.)	2 1/2 gallon
Sno Cone Syrup (1 gal.)	120 Cones (1 oz. per cone)

## Beverage

### Fountains:

Stainless; Starlight 4 Tier, 5 Gal.....	65.00
Stainless; Gold Trim, 5 Gal.....	50.00
Stainless; Silver Trim, 5 Gal.....	50.00

### Punch Bowls:

Punch Bowl Glass; Daisy & Button.....	12.00
Punch Bowl Stainless; 3 Gallon .....	15.00
Punch Bowl Stainless; 5 Gallon .....	18.00



### Server:

Dispenser; 2.5 Gal Mason Jar.....	15.00
Dispenser; 2.5 Gal Silver & Glass .....	18.00
Dispenser; 2.5 Gal Glass & Wrt Iron .....	15.00
Coffee Thermos 8 Cup .....	2.00



## Cake Displays

Knife and Server.....	10.00
Plateau; Silver 14" Square.....	25.00
Plateau; Silver 16" Round.....	25.00
Plateau; Silver 19" Round.....	25.00
Plateau; Silver 17" Square.....	25.00
Acrylic 3 Tier Stand .....	35.00
8", 10", 12" Diameter	
Vintage White 10" Stand.....	10.00
Vintage White 16" Stand.....	15.00
Vintage White 22" Stand.....	18.00
White Wrought Iron Stand .....	40.00
8", 12", 16" w/2 Satellites 8" Diameter	



All Prices are Subject to Change



### Flatware

Bouillon Spoon .....	.60
Dinner fork.....	.60
Knife.....	.60
Salad Fork.....	.60
Tea spoon .....	.60
Soup Spoon .....	.60
Steak Knife.....	.60
Berry Spoon .....	2.00
Gravy Ladle.....	2.00
Meat Fork.....	2.00



### Glassware

Bar Glass 11 oz. ....	.60
Champagne Flute; 6 oz.....	.60
Cream and Sugar Set .....	2.00
Glass Bowl; 8".....	.60
Glass Plate; 6".....	.60
Glass Plate; 8".....	.60
Glass Plate; 9".....	.60
Glass Plate; 10.5".....	.75
Irish Coffee Mug; 10 oz.....	.60
Martini Glass; 5 oz. ....	.60
Pilsner Glass; 10 oz. ....	.60
Punch Cup; 6 oz. ....	.60
Salt and Pepper Set (small) .....	.50
Tea or Water Glass; 12 oz. ....	.60
Tea or Water Goblet; 16 oz.....	.60
Water Pitcher .....	1.50
Wine Glass; 8 oz.....	.60



### Ivory w/Gold Band China

Bouillon Cup .....	.60
Bread and Butter Plate 6".....	.60
Coffee Cup.....	.60
Cream and Sugar Set .....	2.00
Dinner Plate 10".....	.60
Salad or Dessert Plate 7".....	.60
Saucer 6".....	.30
Soup Bowl .....	.60



### White Whirl China

Bread and Butter Plate 6".....	.60
Bowl 10 oz. ....	.60
Coffee Cup.....	.60
Cream and Sugar Set .....	2.00
Dinner Plate 10".....	.60
Salad or Dessert Plate 7".....	.60
Saucer 6".....	.30
Soup Bowl .....	.60

Dishes, flatware glassware and serving pieces should be **Rinsed Free of Food** and returned in the racks that you received them in.

There will be additional charges for any items returned with visible food.

## Serving Items

Carving Board w/Heat Lamp .....	40.00
Chafer; 3 qt. Rd Silver.....	25.00
Chafer; 6 qt. Rd. Stainless Ornate.....	12.00
Chafer; 8 qt. Rect. Stainless.....	12.00
Chafer; 8 qt. Rect. Stainless, Ornate .....	16.00
Chafer; 8 qt. Rect. w/ Soup Tureen .....	20.00
Chafer Electric Element.....	20.00
Cambro Insulated Beverage Disp.....	20.00
Cambro Insulated Carrier .....	30.00
Proofing Oven .....	90.00
Cooler on Wheels 20" x 20" Black .....	20.00
Cooler on Wheels 30" x 16" Black .....	25.00
Dispenser; 2.5 Gal Mason Jar.....	15.00
Dispenser; 2.5 Gal Silver & Glass .....	18.00
Dispenser; 2.5 Gal Glass & Wrt Iron.....	15.00
Coffee; Stainless Urn 48 cup.....	20.00
Champagne Bucket.....	10.00
Party Tub; 7 Gallon .....	10.00
Pastry Tongs.....	2.00
Spoons .....	1.00
Fork .....	1.00
Spatula .....	1.00
Tongs.....	1.00
Tray; Chip & Dip Tray.....	15.00
Tray; 3 Tier Granite .....	30.00
Tray; 3 Tier Mirror .....	30.00
Tray; 3 Tier w/ Acrylic Bowls .....	15.00
Tray; Glass 22" x 22".....	10.00
Tray; Square Pewter w/Stand.....	18.00
Tray; 3 Tier large.....	20.00
Tray; Stainless Round 15".....	7.00
Tray; Stainless Round 20".....	9.00
Tray; Round 12" .....	10.00
Tray; Round 14" .....	12.00
Tray; Round 16" .....	14.00
Tray; Round 18" .....	16.00
Waiter Tray 22" x 26" .....	5.00
Waiter Tray Stand .....	5.00



All Prices are Subject to Change



## Candelabra

	Brass	Chrome	Black	White
Aisle Marker– Clip On		10.00		
Aisle Marker–Free Standing				
Fan Arc– 15 Candles	30.00	30.00		
Fan Arc– 10 Teardrop		35.00		
Slope– 7 Candles	20.00	20.00	25.00	20.00
Spiral– 10 Teardrop		35.00		
Tree– 9 Candles	25.00	30.00		30.00
Tree– 9 Teardrop		35.00		
Unity– 3 Candles	20.00	20.00	20.00	20.00



*Candles are included with candelabra rental except where noted.  
Votive candles can be substituted for taper candles*

	Brass	Chrome	White	Wrought Iron	White Lattice	White Wicker	Wood
Arbor– Grecian				110.00			
Arch	30.00	30.00	30.00	60.00	40.00	35.00	50.00
Arch Flower Stands (Pair)	10.00	15.00					
Arch– Limbs and Branch				50.00			
Easel	15.00	15.00		15.00			
Flower Stands– Adjustable							
Flower Stands each						12.00	
Kneeling Benches	25.00	25.00					
Lighter/Snuffer	8.00	8.00					
Lighter– Unity	6.00	6.00					
Registry Stand	20.00	20.00	20.00		20.00	20.00	
Tree– Weeping Willow				30.00			



## Columns

Balustrade 3 Post; 36"H x 48"L .....	25.00
Colonnade Arch .....	25.00
Colonnade Straight Crown 68" L.....	25.00
Column; 32" H.....	10.00
Column; 40" H.....	12.00
Column; 72" H.....	20.00
Column; 96" H.....	30.00
Column; Square 36" H.....	15.00



## Lattice

Arch.....	40.00
Flower Stand 36".....	10.00
Flower Stand 42".....	12.00
French Door Backdrop; 40" W x 90" H...	50.00
Privacy Panel; 4 Section 80" W x 72" H.	20.00



## Wicker

Bird Cage .....	15.00
Arch.....	35.00
Flower Stand 30".....	9.00
Flower Stand 42".....	10.00
Register Stand.....	20.00



## Candelabra: Tabletop

Chrome- 3 Light- Teardrop 28" H.....	5.00
Silver- Candle Stick 41/2" or 71/2" .....	6.00
Silver- 3 Light .....	12.00
Silver- 5 Light .....	15.00
Silver- 5 Light Large .....	25.00



## Inflatable Games



Hooley Ball  
10' x 10' x 8'

Hooley Ball .....	100.00
Mini All Stars .....	100.00
Tee Ball .....	100.00
Basketball 1 on 1.....	100.00



Mini All Stars  
10' x 8'



Tee Ball  
10' x 10' x 8'



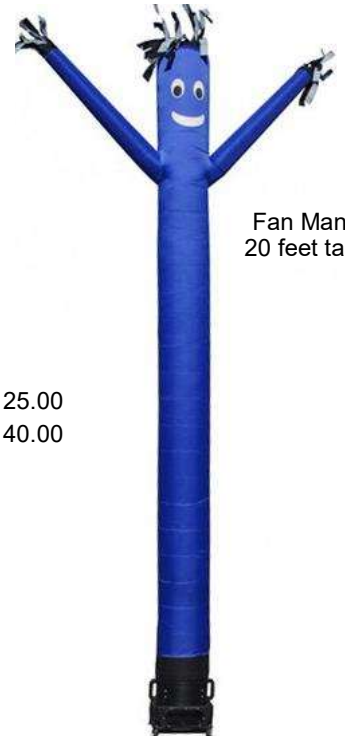
Basketball One on One



Inflatable Movie Screen 12 ft

## Advertising

Fan Man .....	25.00
Inflatable Movie Screen.....	40.00



Fan Man  
20 feet tall

# Games



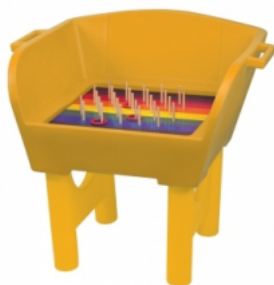
Hoop It Up



Grab A Duck



Toss And Knock



Ring Toss

Alien Autopsy (operation).....	40.00
All Aboard Noah's Arc .....	35.00
Baseball Pitch.....	35.00
Bingo (w/100 Slide Cards).....	35.00
Bocci Ball.....	25.00
Corn Hole .....	25.00
Cow Milking .....	35.00
Driving Range (Auto).....	35.00
Duck Pond .....	40.00
Dunking Booth.....	150.00
Hoop It Up .....	35.00
Pig Race .....	60.00
Plinko.....	35.00
Prize Wheel; 24 Spaces .....	35.00
Raffle Cage.....	20.00
Ring Toss .....	35.00
Sno Ball .....	35.00
Striker Bell; Giraffe .....	40.00
Striker Bell; 6' .....	40.00
Striker Bell; 14' w/Trailer St	125.00
Toss and Knock.....	35.00
Wave Runner.....	40.00



Wave Runner



Alien Autopsy



Duck Pond



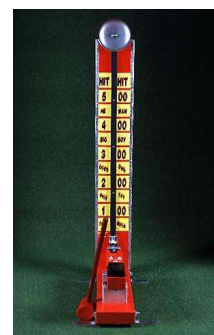
Skee Ball



Bingo



Driving Range



Striker Bell 6'