INews Equipment Rental Contract

Through submission of this form, you as the rental client agree to the following:

**Rental Fees and Additional Charges:**
WUSA affiliated groups may rent up to two (2) INews 50 cup (~12L) Cambro insulated liquid dispensing units for no rental cost. However, the unit(s) must be returned to INews:

- Within thirty minutes following the conclusion of your event
  - *A late charge of $20 per day will be applied if not returned within the allotted time.*
- In the same condition in which they were picked up
  - *A cleaning charge of $15 will be charged if returned uncleaned. Additional fees will be charged and/or the deposit will be withheld if returned in a lessor condition than picked up.*

If the rental of the Cambro unit(s) are intended for coffee, then the coffee must be purchased through INews Management. The purchase of other items such as tea and/or hot chocolate can also be arranged if desired.

**Deposit:**
A watcard (or $100 deposit and other ID) must be left with INews in order to pick up the rental unit(s).

Note: It is highly recommended to use the units only for hot water & add drink mix into the cups externally to avoid potential damage/cleaning charges.

<table>
<thead>
<tr>
<th>Customer Contact Info:</th>
<th>Event Info:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: ____________________________</td>
<td>Event Date: ________________________</td>
</tr>
<tr>
<td>Student ID: ____________________________</td>
<td>Pick Up Time: ________________________</td>
</tr>
<tr>
<td>Group Name: ____________________________</td>
<td>Return Time: ________________________</td>
</tr>
<tr>
<td>Email: ____________________________</td>
<td>List Units Rented: ____________________</td>
</tr>
<tr>
<td>Phone: ____________________________</td>
<td>What beverage will the unit(s) hold?</td>
</tr>
<tr>
<td>Customer signature: ____________________________</td>
<td></td>
</tr>
</tbody>
</table>

**Details of Request:**

(If applicable) please indicate which coffee package you are purchasing from INews in the next section.

If you will be serving any other hot beverage, will you require the Cambro unit(s) to be filled with hot water by International News?

- [ ] Yes, I will require both Cambro units to be filled with hot water
- [ ] Yes, I will require one Cambro unit to be filled with hot water
- [ ] No, I will not require hot water
Rental Info:

Coffee Purchase

☐ Premium coffee package (includes all coffee supplies) @ $45 per Cambro unit
☐ Standard coffee package (group will supply their own cups and condiments) @ $30 per Cambro unit

____ x ____ Cambro unit(s) = $__________

Tea Purchase

☐ Premium tea package (includes all tea supplies and 30 bags of tea) @ $40 per Cambro unit
☐ Standard tea package (group will supply their own cups and condiments) @ $25 per Cambro unit

____ x ____ Cambro unit(s) = $__________

Total Cost: $__________

Notes:

Please note that International News will not provide you with a cart to carry the filled Cambros.

Cleaning Inspection (for International News to fill out upon return):

☐ Unit(s) is/are completely empty
☐ Unit(s) is/are clean on both the inside and outside
☐ Unit(s) is/are still in working order
☐ Unit(s) was/were used for the beverage indicated prior to rental

Deposit Returned

☐ Yes
☐ No

Customer Signature: ________________________________________________

INews Employee Signature: ___________________________________________