

Tadriel ' s Event Planning & Rentals

Event Planning & Rental Policy

Retainer & Down Payment

A non-refundable retainer fee of 30% is required to secure Tadriel ' s Event Planning & Rentals for your event. An additional 50% down payment will be required once the event plan and rentals have been approved. All payments must be completed no later than 12 days before the event date.

Consultation Fees

Initial Contact: Complimentary phone or email inquiry. First Consultation (in-person or virtual): Subject to a consultation fee payable at the time of scheduling. Second Consultation: Additional consultation fee applies. Consultation fees are non-refundable and are due at the point of service.

Phase Gates (Project Milestones)

Phase 1 – Initial Contact & Inquiry: Client provides event details; Tadriel ' s outlines preliminary scope. Phase 2 – First Consultation: Terms & fees reviewed; retainer fee (30%) and consultation fee are due. Phase 3 – Second Consultation / Site Visit: Transportation fee applies for medium to large-scale events (location dependent). A mock-up plan is presented to the client based on preferences. Phase 4 – Down Payment: 50% down payment required to finalize event planning, décor, and rental services.

Transportation Fee

A transportation fee will be charged for site visits, walkthroughs, or deliveries for medium to large events (location dependent).

Outsourced Services & Partner Vendors

Tadriel ' s provides access to partner vendors for certain outsourced services/products. Clients are solely responsible for making direct payments to vendors if they wish to benefit from discounted pricing. Tadriel ' s accepts no liability for third-party vendor services.

Payment Terms

Final balance for all Tadriel ' s services must be paid in full at least 12 days before the event. Failure to meet payment deadlines may result in service cancellation, forfeiture of retainer, and loss of event date.

Client Responsibilities

Clients must provide accurate event details, venue access, and necessary approvals. Clients are responsible for damages, loss, or theft of Tadriel ' s rentals.

Tadriel ' s Event Planning & Rentals

Terms & Conditions

Agreement & Scope of Services

By engaging Tadriel ' s services, the client acknowledges and accepts this agreement. Services may include event planning, event rentals, décor, coordination, and consultation.

Retainer & Non-Refundable Clause

A 30% non-refundable retainer fee secures your booking date and planning resources. This fee will be applied toward the final balance but is non-transferable and non-refundable.

Down Payment

A 50% down payment is required after mock-up approval to proceed with event execution. No rentals, décor, or planning services will be confirmed without the down payment.

Payment Schedule

Final payment is due 12 days before the scheduled event. If full payment is not received by this deadline, Tadriel ' s reserves the right to cancel services.

Cancellations & Refunds

Retainer and consultation fees are strictly non-refundable. In case of cancellation, only payments beyond the retainer and consultation fees will be considered for partial refund (at Tadriel ' s discretion).

Transportation Fees

Clients are responsible for transportation fees associated with site visits and event setup for medium to large events (location dependent).

Vendor & Third-Party Services

If clients elect to use Tadriel ' s partner vendors, all payments for outsourced services/products must be made directly by the client. Tadriel ' s is not responsible for vendor delays, product issues, or third-party service failures.

Liability & Responsibility

Clients assume full responsibility for all Tadriel ' s rentals during the event (including damages, theft, or loss). Tadriel ' s shall not be held liable for force majeure events (natural disasters, strikes, accidents, pandemics, etc.) that impact service delivery.

Acceptance of Terms

By making payment of the retainer or consultation fee, the client confirms they have read, understood, and agreed to these Terms & Conditions.