



## **MARQUEE, SHELTER AND SHADE EQUIPMENT HIRE INSTRUCTIONS & SAFETY**

Thanks for choosing McHugh Hire, please take a minute to read the applicable instructions relating to the equipment you have hired.

We're sorry if some of the info sounds like common sense, but we need to cover all the bases. We've tried to translate the instructions for our equipment into a language that people can understand, if any part of it doesn't make any sense, please let us know and we'll fix it.

Please make sure you have fully read the instructions and all terms and conditions and product info at [www.mchughhire.com](http://www.mchughhire.com) before using any of our equipment to avoid extra cleaning, hire or damage charges.

**All of our equipment and equipment's packaging must be returned in the same condition as it was delivered or the hirer will be charged for replacement. All equipment and packaging must be properly cleaned before return unless otherwise stated or paid for.**

**All equipment is for adult use only unless otherwise stated.**

**DO NOT LEAVE OUR EQUIPMENT OUT IN THE RAIN.**

When you have finished with your equipment please make sure everything is wiped down and cleaned in the same condition you received it. If your equipment is returned un-clean you will be charged for cleaning.

For equipment lost or damaged by misuse you will be charged for replacement or repair.

It is your responsibility to ensure all power leads will not be a trip hazard, we have safety cable covers for hire if required. Please also make sure your leads are clear of water, heat and any other hazardous source. If you have hired RCD safety switches or blocks, please test the devices by pressing the trip button(s) before using each day.

For any equipment that comes with spare parts/batteries/bulbs etc:

Do NOT discard the original/dead parts/batteries/bulbs. They must be marked "dead" and returned with the equipment for our post hire testing. Failure to do so will incur a replacement charge on return. Missing AA, 23A, AAA batteries will be charged at \$2.50 each. All other missing parts will be charged at RRP.

**All equipment must be packed away, at loading area, ready for our drivers to pickup.**

You are responsible for using our equipment safely, especially equipment that produce heat. Please use common sense and keep children supervised near all McHugh Hire equipment.

Please note many of our items contain GPS tracking units to prevent theft and to recover stolen equipment. This includes all of our expensive equipment and random lower cost items. If you are using the equipment in a high security area, please check that these transmitters won't be a problem on site.

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### **Marquee hire:**

To easily setup and not damage the marquee we recommend 2 people to setup. If you attempt this with one person you may bend or damage the marquee due to the expanding type setup.

- 1.) Take the metal frame and roof cover from the marquee bag.
- 2.) Stand the frame up on it's feet and expand to about 1x1 meter (easiest with two people).

- 3.) Place the cover over the semi-expanded frame, Velcro the corners on and make sure the centre of the cover is over the centre of the centre pole.
- 4.) Carefully expand all legs making sure no pressure is on any of the legs when expanding (lift up legs not being pulled as it expands or get more people to help expand). BE CAREFULL NOT TO RIP THE ROOF WHEN EXPANDING AND CHECK THAT IT IS GOING UP SMOOTHLY WHILE EXPANDING AND NOT BEING STRESSED.
- 5.) Push the roof leg runners all the way to the top until they click in.
- 6.) Extend the legs, peg the legs into the ground or place weights on them to secure (depending on weather). Tie down the marquee if needed. In extreme weather please pack the marquee away to avoid damage and loss of deposit.
- 7.) When finished please make sure the marquee is clean and packed away for return or pickup.  
**If bad weather occurs YOU must pack down the marquee to prevent damage. This applies to all customers (including delivery and setup orders).**

Please note: these are non permanent gazebos, you must be nearby and capable of packing down your hired gazebos in bad weather (wind) to avoid damage and are responsible for the gazebos at all times.

### **Umbrella hire:**

Extend your umbrella up by either pulling the cord down until open and pin the top OR cranking the handle up (depending on your model).

Umbrellas are easily damaged in high winds, please ensure you pack away your umbrella in bad weather to avoid replacement charges.

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**We wish you all the best and thank you for choosing McHugh Hire for your hire needs!**

If you have any great photo's of our equipment in action we'd love you to share them with the McHugh Hire community via our Facebook page <https://fb.me/McHughHireShop> or email [bookings@mchughhire.com](mailto:bookings@mchughhire.com)

If you have any queries please call us on 6162 1662.

