



How the Furniture Rental Process Works:

1. The Rental & Design Pricing Quote will be completed first: This step allows you to review design concepts, pricing, etc. prior to entering into an agreement with us.

What we will do:

- Prepare rough floor plan drawings to stage your property
- Provide a detailed quote, room by room, outlining our ideas taking into consideration all your suggestions, existing furnishings, etc.
- Follow up with you by phone to discuss in detail how you would like to proceed.

2. Staging & Furniture Rental Lease Agreement: This document will finalize our terms and conditions and, along with the initial payment, will confirm delivery and staging of your property.

What we will do:

- We will e-mail or fax you the lease document which will contain all items detailed in the finalized quote and will outline our complete agreement.

What you need to know:

- The lease agreement and payment must be faxed or delivered to us before delivery of furnishings.
- A homeowner's insurance policy or other means of insurance must be in place to cover the replacement value of any rented furnishings if they are damaged on the premises.
- Payment can be made by check, cash, Visa or MasterCard.
- Initial payment will be for first month's rental of furnishings, set up, design, and delivery/pickup.
- We have a one (1) month minimum, if you need to extend the staging we charge on a month-to-month basis with a 30-day proration for furnishing rental only.
- Once payment and signed Lease Agreement is received, we will schedule your delivery!

345 lincoln ave
po box 770548
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colorado 80477

970.879.2524



3. Delivery, Setup, Staging and Beyond: This is the fun part!

What we will do:

- In advance, we'll make arrangements with you to gain access to the premises.
- All furnishings will be delivered and we'll arrange your rooms. Depending on the furnishing needs, we may require 2-3 weeks advance notice to ensure all items necessary are available and ready to be used in your staging project.
- We require 2-3 days to complete the staging, the first day to set up and the second to add any final touches, vacuum, dust, etc.

What you need to know:

- All items not to be used in the staging must be removed prior to delivery date.
- Your property should be clean!! However, we will be happy to arrange for cleaning at an additional, pass-through cost to you if necessary. Please let us know well in advance if this is needed.
- Any carpet cleaning, painting, repairs, etc. must be completed, dry and not hazardous prior to the delivery date.
- Although we always want to accommodate our clients, due to insurance issues, we will be unable to move any personal furniture not included in the staging.
- We will make every effort to work within the agreed upon plan. Any changes to the signed Lease Agreement after delivery will be at additional cost.

4. Now, you sell your property! This is the fun part FOR YOU!

What we will do:

- We will make arrangements to remove all furnishings, etc. provided by RUMOR.
- We will remove all debris associated with the staging

What you need to know:

- Any breakage or damage to RUMOR property that occurs during the course of the staging should be reported to us immediately. You, or your insurance carrier, are responsible for any damages.
- We require 7 days' advance notice for pickup.

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RUMOR

design + re-design



- If your buyer wishes to purchase any of the furnishings we will be glad to provide pricing.

Remember, we work for you...

Our primary goal is to make your property sell as quickly as possible by creating an environment that appeals to the widest range of buyers.

These steps are provided to help you understand what to expect from the staging process, if you have any questions at all, give us a call at 970.879.2524

You can be involved as little or as much as you would like.

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