



**DIAMOND**  
EVENT & TENT

## You Booked a Tent - Here's What You Need to Know!

Thank you for choosing Diamond Event for your tent rental! To ensure a smooth, safe, and timely setup, please take a moment to review the following important information before installation day.

### How We Secure Your Tent

Depending on your tent location, we will be using one of the following three methods to safely secure your tent.

#### Staking

We will request **Blue Stakes Locate**—a free service (requires 3 business days' notice) that alerts utility providers to mark **public underground utility lines**.

##### Important Notes:

- **Private underground lines** (e.g., sprinklers, firepit gas lines, landscape lighting) are *not* marked by this service.
- **You are responsible** for marking all private utilities before installation.
- **Diamond is not liable** for damage to unmarked private utilities.
- Please make sure the area is **easily accessible** and all markings are **clearly visible** before we arrive.

#### Cement Weights

If staking is not an option, we'll secure your tent using cement weights that range from **500 lbs to 4,320 lbs**, depending on the size of your tent.

##### Before installation, please let us know if there are:

- Stairs, steep hills, or long distances from the loading area to the tent site.
- Any surface concerns—our team uses large dollies or forklifts to move the weights, and we are **not responsible for surface damage** during standard setup or takedown.

#### Water Ballasts

In some cases, we may secure your tent using water ballasts.

- You must provide a **reliable, high-pressure water source** near the installation site.
- Water will be dumped on-site after the event – please plan accordingly.

#### Permits & Event Regulations

While **Diamond will obtain the fire permit** for your event, it is your responsibility to check with your local municipalities for any **additional permits** required. Some permits can take up to 30 days for approval.

Common permits may include:

- Temporary Use Permit (TUP)
- Conditional Use Permit (CUP)
- Special Event Permits

We strongly recommend contacting your local permitting office **well in advance** to make sure everything is in order.

If you have any questions – just give us a call!