What’s IN Your Toolbox?
1:30 p.m. Room S330 C

Brad Kniep
Morton Rentals, Morton, IL

Jack Daniels
Mahaffey Tent & Event Rentals, Memphis, TN

Tony Wright
Celebrations! Party Rentals and Tents, Roseville, CA
What’s IN Your Toolbox?

Presented by:
Brad Kniep, Morton Rentals, Ill.
Jack Daniels, Mahaffey Tent & Event Rentals, Tenn.
Tony Wright, Celebrations! Party Rentals & Tents, Calif.

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Seitz, The Fresher Co.
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Aztec Tents

Please stop by their booths to thank them for their sponsorship.
Reasons for Toolboxes

- Maintain control of tools - protects investment
- Tool ‘assignment’ has significantly reduced costs
- Allows flexibility for the unknown
- Supervisory Status – promotion tool
- Uniformity in tool brands helps consistency

Mahaffey Tent & Event Rentals

Reasons for Toolboxes

- Convenience
- Efficiency
- Safety
- Organization
- Company morale

Morton Rentals

Tools that every employee carries

- All installers carry a folding box knife
- Spud Wrench
- Flathead driver
- Stage key and dancefloor key
- 1 1/8 gear wrench
- Angle Snippers

Mahaffey Tent & Event Rentals
Tools that every employee carries

- Leatherman
  *We give as gifts at the Christmas party
- Proper branded company attire
  *Cheapest sales TOOL!
- Bluetooth headset (Driver)
- Business cards (Driver)
- Phone (Crew Leads & up)

Driver

- Upon completing driver training our drivers receive their tool bag.
- It is their responsibility to make sure they take their tool bag on each delivery. They also take their bags home with them.

Driver

- Drivers notify their manager if any items are missing or broken and need to be replaced.
- Since they do not pay for any of the tools, we do require them to be turned in if they leave their position.
Driver
Tools in medium tool bag/chest

Project Manager Tool Bag

- Bags are not assigned to specific people.
- Project managers share these bags with other departments, such as outside sales and office management.
- Bags are stored in one central location using a sign out process.
- The person who used the bag will contact their manager to notify them of what was used and needs to be re-stocked.

Celebrations! Party Rentals & Tents
**Project Manager Tool Bag Storage**

Name of person who took bag written in dry erase marker on shelf.

Label with bag number and our company info in case they are lost or misplaced.

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**Project Manager Kit**

Medium Rolling Bag

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**Lead Installer Tool Box**

- Rollers
- Money wrench
- String line
- Concrete drill
- Carpet shark
- Bil-Jax specific sockets
- Short handled hammer
- Carpet kicker

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**Celebrations! Party Rentals & Tents**

- Mahaffey Tent & Event Rentals
Tenting

- Tent layout box (plastic tub)
  - 3 tapes, camping stakes, diagonal cheat sheet, flags, and white spray paint
- Cleaning kit (plastic tub)
  - Magic erasers, rags, and water
- Basic hard plastic toolbox*
  - ($100 from your closest big box store)

*Stays in truck
Lead Installer Tool Box

- Only our lead tent/event installers receive these tool boxes.
- They are stored and locked up in our tent department, and it is the lead installers job to make sure they are loaded on the truck for the correct install.
- Twice a year they are inventoried and re-stocked with the appropriate items.
- One of our project managers is in charge of working directly with each installer to order the new/replacement tools and parts.

Inventory / Specialty

We have inventory specific toolboxes since you can’t always carry everything for every situation all the time.
Inventory / Specialty

Trucks / Trailers

Let’s Talk Logistics

- Who is responsible for the toolboxes
- How are they replenished
- Who replenishes them
Time for Questions

Brad Kniep, Morton Rentals, Ill.
Jack Daniels, Mahaffey Tent & Event Rentals, Tenn.
Tony Wright, Celebrations! Party Rentals & Tents, Calif.

Next Sessions
Let's Talk Cold Weather Tenting Room 330A
Eyeing the Future of Linens Room 330G
Listen Up and Sell More! Room 330E
Strategies for Making Sound Borrowing Decisions Room 331A
## Inventory/Specialty:

### Tents:
- Tent layout box
- 3- Tapes
- Camping stakes
- Diagonal Cheat Sheet
- Flags
- White Spray Pain

### Stage:
- Stage box
- Legs (3 sizes)
- Feet
- Pins
- Gaffers Tape

### Dance Floor:
- Magic erasers
- Rags
- Water

### Lighting:
- Light bucket
- Zip Ties
- Rope

### Cleaning Kit:
- Magic erasers
- Rags
- Water
- 3 ways
- Side cutters
- Electrical tape
- Duct tape
- Screwdriver
- Wire strippers

## Trucks/Trailers:

### Glove Box:
- Business Cards
- Sealed envelope with Insurance Card
- 3- $50 gift cards to the local big box store
- 1-$50 cash

### Truck Cab:
- Cleaning Kit
- Basic hard plastic toolbox
- Drill with bit kit
- Utility Box

### Utility Box:
- Tape measure
- Rope
- Zip ties
- Door wedges
- Garbage bags
- Utility knife
- Duct tape

### Truck Bed:
- Chair feet
- 20x20 Corner
- 20x Sleeve
- Straps
- Extension Cords
- Extra Chiavari Cushion Covers
- 2 Stage Legs
- Tire Iron
- Jack
- Spray Paint
- Gaffer Tape
- White Duct Tape

*Spare tire if possible*
Driver:

1-Hammer Stapler – T50 stapler
1-Dewalt Drill/impact with bit sets
Step-Bits
Mini-Sledge Hammers
Small Probers
Upholstery Shears
Spare Spuds - Drivers – Knife Blades
Large Channel-Locks
Vice Grips
1-20 lb. Sledge Hammer
1-Hydrant Key with Hose Adapter
Pull Ropes
1-‘Bones’ Multi-Wrench
Lead Installer Tool List:

1 - Husky 18 in. Total Tech Bag
1 - M18 18-Volt Lithium-Ion Cordless Combo Kit (6-Tool)
   Includes 2 batteries, 1 battery charger, 1/2 in hammer drill/driver, Recip Sawzall, 6-1/2 inch Circular saw, 1/4 in hex compact impact driver, 4-1/2 inch cordless grinder, and work light
1 - M18 18-Volt Lithium-Ion 1/2 in. Cordless High Torque Impact Wrench with Friction Ring (Tool-Only)
1 - Milwaukee Screwdriver Set (8-Piece)
1 - Shockwave Impact Duty Steel Driver Bit Set (35-Piece)
1 - Thunderbolt Black Oxide Drill Bit Set (29-Piece)
1 - Arrow Fastener T50 Heavy-Duty Staple Gun
1 - Heavy-Duty Staple Hammer-Tacker
1 - Dewalt 3/8 in. Heavy Duty Staples (5000 pack)
1 - Estwing 22 oz. Smooth-Face Framing Hammer
1 - 40 oz. Sure Strike Steel Engineer Hammer
1 - 26 ft. Tape Measure
1 - Dewalt Cast Aluminum Chalk Reel in Blue
1 - Milwaukee 6 in. Diagonal Cutting Pliers
1 - 10 in. Tongue and Groove Pliers
1 - 12 in. Straight-Jaw Pliers
2 - 16 in. Adjustable Construction Wrench
4 - 12 in. Adjustable Wrench
1 - Snips Set (3-Piece)
1 - 12 in. Pro-Claw Nail Puller
1 - Slide-Out Utility Knife
1 - General Purpose Utility Blade (50-Pack)
1 - 1000-Volt Dual Range Non-Contact Voltage Detector
1 - Dasco Pro Marking and Starter Kit (3-Piece)
1 - True Blue 48 in. I-Beam Level
1 - True Blue 24 in. I-Beam Level

1 - Empire True Blue 9 in. Professional Torpedo Level
1 - Empire Magnum Fat Boy 7 in. Aluminum Rafter Square
1 - 4-1/2 in. x 1/4 in. x 7/8 in. Metal Grinding Disc
4 - 4-1/2 in. x 0.040 in. x 7/8 in. Thin Kerf Metal Cut-Off Disc
1 - Husky File Set (3-Piece)
1 - Defiant 3-C 850 Lumen LED Flashlight
1 - 3M Clear with Clear Scratch Resistant Lenses Safety Eyewear
#18 X 500 ft. yellow nylon premium braided mason twine
2 - Razor-Back 12 lb. Double Face Sledge Hammer
1 - Razor-Back 16 lb. Double Face Sledge Hammer
1 - Knaack Box - 36" X 30" X 48"
2 - Lift-All Tuflex 6' Yellow Round Endless Sling
1 - Lift-All Tuflex 12' Yellow Round Endless Sling
2 - Safety Harness
2 - Guardian Lanyard
8 - Fibre-Metal White Hard Hat with Ratchet Suspension
1 - Earplugs moldex sparkplugs disposable ear plugs
4 - 3/4" Shackle
1 - Guardian 1/2"-5/8" Rope Grab
1 - Mini wrench set prohold ball 13 pieces tip Allen
2 - Prohold ball 9 piece metric Allen
4 - 17MM Allen Wrench
1 - 12MM Allen Wrench
3 - 90 meter metric measuring tape
1 - Master Lock Combination Pad Lock
3 - 200' Pull Ropes
1 – Stake Puller
Tony Wright, Celebrations! Party Rentals & Tents, Calif.

**Driver Tool List:**

1 – Portable Tool Bag
1 – Clipboard Storage Box
1 – 6” 1 Multiple Use Screwdriver
1 – 6 piece Precision Screwdriver
1 – Retractable Knife
1 – 16′ tape measure
1 – 8 ½” scissors
1 – 8” adjustable wrench
1 – 6” slip joint pliers
1 – 6” diagonal pliers
1 – 6” nose pliers
1 – 10” mini hacksaw
1 – 16 oz. curved hammer

**Additional Items included on every truck:**

Duct tape
Cleaning solution
Rags
1- Bucket
Booties

**Project Manager Tool List:**

1 – Dewalt 5 in 1 Stapler
1 – Arrow T-50 Staples Pack
1 – Stanley 26’ / 8M Tape Measure
1 – 6” Needle Nose Pliers
1 – Utility Knife
1 – 8” Scissors
1 – Screwdriver Set
1 – Lighter
1 – Wipes
1 – First Aid Kit
1 – White Ribbon 7/8” X 25 Yards
1 – 5 Yards 1” Adhesive Velcro
1 – Sharpie
1 – Small Note Pad
1 – Super Glue
1 – White Floral Wire
1 – Rubber Bands Bag
1 – Long Zip Ties Bag
1 – Bundle of Short Zip Ties