

Southeast Costume Company Rental Terms

Rental Period

SCC offers two Rental Periods: A 7 day Weekly Rental or a 15 week Production Rental. The Production Rental rate is based on the Weekly Rental Rate plus an additional 30%.

All government uniform rentals require a letter of responsibility signed by the production company.

24 Hour Approval Period

SCC offers a 24 Hour Approval Period for fitting purposes only. Items kept after the 24 hour period will be charged as a Weekly Rental. If any costumes taken out on approval are used for any other purpose other than fitting, the Rental price will apply. Items taken on a Friday may be returned first thing Monday morning and only if special weekend approval is granted by SCC. All items returned within the 24 hours from the rental date and time will be subject to a 20% restocking fee.

Payment Methods

All rentals require a valid credit card on file during the rental period. Any and all rentals not paid with fifteen(15) days of the invoice shall be subject to a service charge of 1 1/2 percent per month. Final balance may be paid in cash, an approved company check, Visa, MasterCard or American Express.

Late Fees

For late rental returns, a late charge of 25% will be charged daily until the items are returned. If for any reason items are needed for an additional amount of time please contact SCC to discuss options for extending the rental period.

Alterations

Costumes may be altered to fit, but must be returned to their original condition before cleaning and returning. Minor alterations (hems, waists, cuffs) are acceptable as long as the alteration does not damage the costume and is reversible. Alterations requiring cutting and dyeing of costumes is never allowed without written permission from SCC. Iron-on bonding web, glue or any other type of permanent adhesives may NOT be used on costumes. All alterations must be sewn. SCC reserves the right to charge a tailoring fee if any costume is returned altered.

Cleaning

Costumes are to be returned clean, either professionally dry cleaned or laundered, depending on the garment. This includes accessories. Anything not returned clean will be subject to a 15% cleaning charge which includes a per item cleaning charge plus any special cleaning needed for pieces returned.

Return Procedures

Items are to be returned clean and with any and all hangers, bags, boxes and stock tags that went out with your rental. Any lost or damaged items must be acknowledged to SCC at the time of return to facilitate the return process. A final outstanding invoice will be issued after the return has been processed by SCC and any discrepancies settled.

Damaged or Lost Costumes

The replacement value for each item is 10 times the rental price. The replacement value is to be paid in full to SCC in case of loss, theft or damage as determined by SCC. Damage beyond normal wear and tear that is not properly repaired upon return will incur damage charges, including broken zippers, detached garment pieces, make-up or other permanent stains or any other damage that renders the costume not rentable. If the costume is able to be repaired by SCC, damage fees may include the cost of the supplies needed to restore the garment to its original state as well as labor costs. Major damage to costumes, including irreparable tears, major seam damage, damage from pins, or irreversible alterations will be assessed at the replacement value of the costume. If damage has occurred to an item, please contact SCC before attempting a major repair to determine if the proposed method is the recommended one.

Southeast Costume Company Rental Agreement

This Addendum(the Addendum) is attached to, and is made a part of Southeast Costume Company Rental Terms

(the "Form Agreement"), and together with this Addendum, the "Agreement" by and between Southeast Costume Company ("SCC")and the Renter as stated in the signature block.

Renter acknowledges that the costume(s) and items rented by the Renter have the value as stated on the Form Agreement, and that in the event that any costume(s) or items are lost or destroyed to the extent that such costume(s) or items, in SCC's reasonable opinion, cannot be further utilized, Renter agrees to promptly pay to SCC the stated value of any such lost or destroyed costume item. A replacement fee of 10 times the production rental will be assessed for regular rental items. Replacement value on made-to-order or specialty items is at the discretion of SCC.

During the term thereof the preservation and care of the costume(s) and items shall be the responsibility, and the sole risk, of the Renter. Renter agrees to return the costume(s) and items to SCC in as good condition as when received by it, properly dry-cleaned or laundered and on the same hangers or their equivalent and to promptly compensate SCC for any damage or injury occurring to the costume(s) and items during the term hereof, irrespective of the nature of cause of such damage or injury.

Renter agrees to pay the rental charges of the costume(s) and items, at the rates set forth on the form agreement, and further agrees that any and all rentals not paid within fifteen(15) days of the date of the invoice shall be subject to a service charge of 1 1/2 percent per month or, if less, the maximum rate allowed by law. In addition, Renter agrees to reimburse any collection fees incurred by SCC in attempting to collect payment. Parties agree that the choice of venue for all disputes shall be Fulton County, Atlanta, Georgia.

A \$20.00 processing fee will be charged for any returned check.

I agree with the terms and policies and accept your conditions.

Project Title:

Signature:

Print Name & Date:

THANK YOU