



## **RENTAL PROCEDURES AND GENERAL INFORMATION**

### **Rental Department Business Hours:**

Monday thru Friday 8:00 a.m. to 4:30 p.m. EST

Excluding Holidays

Special arrangements are available upon request for after hours pick up or "load out" for a nominal fee.

### **Payment Procedures:**

Rentals will be made only to those firms or individuals with an approved account.

Payment arrangements must be made in advance.

Payment is available through wire transfer, credit card, cash or check.

### **Liability for Damages:**

FILMTRADE offers inspection and testing at the time of rental to lessee (client). Equipment is rented in good condition and must be returned in same.

The lessee shall compensate FILMTRADE for any loss or damage the equipment may sustain as a result of the lessee returning the equipment in non-rentable condition such as salt-water corrosion, sand, and other damages beyond normal wear and tear. If an item is damaged beyond repair, lessee is responsible for replacing said item at full replacement price. Rental will continue until the replacement equipment has been delivered to FILMTRADE.

### **Out of Town Rentals:**

Rental prices are quoted on a 24-hour basis. Out of town rentals are billed at a two-day minimum. Rental begins the day after shipment and continues until all equipment is physically returned to FILMTRADE offices. All shipments of rental equipment on behalf of the lessee by FILMTRADE will be COLLECT for freight and insurance charges and must be returned PREPAID to FILMTRADE. Airport deliveries will be added to your billing.

### **Out of Country Rentals:**

All rental equipment due to leave the United States must be registered with FILMTRADE and U.S. Customs prior to departure. FILMTRADE will furnish the lessee with a statement listing serial numbers, country of origin and value upon request. No rental allowance will be made for time lost due to improper documentation, impounding by any government or transportation and other shipping delays.

### **Equipment Operators:**

Vehicles/generators supplied by FILMTRADE will be operated only by designated drivers/operators approved by FILMTRADE. Drivers must be approved by FILMTRADE and have a valid drivers license with appropriate CDL drivers license where applicable.