

Costume Rental Agreement

Please read the terms and conditions carefully

Rental Start Date:_____ Rental Due Date:_____

RENTAL INFORMATION

Contact Name:_____

Phone:_____ Second Phone _____

e-mail:_____ Studio _____

Print Name _____

Rental Time Requested _____

Costume Rental Policies

CLEANING

All costume pieces must be returned clean and free of stains and body odour. Anything returned will be assessed and an additional cleaning fee will be charged if required.

ALTERATIONS

Costumes may not be altered to fit and must be returned in their original condition. If a costume is returned altered or damaged, fees will be charged.

Costumes may NOT be cut, dyed, painted or altered without written permission from Once More From The Top. Tape, iron-on bonding-web, glue or any other type of adhesives may NOT be used on costumes.

DEPOSITS

All rentals require a security deposit. The standard security deposit rate is 30% of the total rental and is to be charged with the rental fee prior to shipping. It and should be submitted via email transfer will be credited via email transfer when the rental is complete (all items returned in proper condition). <https://www.paypal.com/ca/webapps/mpp/send-money-online>

FEES

Our rental fees are determined on a per piece basis. If the rental time exceeds the agreed upon rental period, a charge of 20% of the total rental will be added for each additional week. If additional rescheduling of a rental period is required, please contact Once More From The Top as soon as possible. Rescheduling must be approved for late fees not to occur.

RESTOCKING FEES

Any rental requiring the pulling/shipping of costumes that are cancelled prior to the completion of the rental agreement will have an automatic \$40 fee.

DAMAGED OR LOST COSTUME FEES

Normal wear and tear on costumes is expected and won't incur extra charges. Damage beyond normal wear and tear will incur damage charges above the security deposit.

Damage charges will be assessed for broken zippers, detached garment pieces, make-up or other permanent stains or any other damage that renders the costume not rentable.

It includes 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, or irreversible marks will be assessed at the replacement value of the costume.

Lost costumes will be assessed with a **lost costume fee** of the replacement value of the costume.

Credit card type _____ Credit Card # _____

CVS# _____ Expiry Date _____

Please note the above information only to be used if damage charges above the security deposit are required. Please see our privacy policy for the handling of personal information

RETURN RENTAL DATE

The return date is calculated by your production closing date (or last competition date) plus ten calendar days to allow you cleaning and packaging time. If for any reason you need more time, please inform us within 48hrs prior to your due date so due date late fees will not be charged.

DISCLAIMER

One More From The Top Ltd. and its employees are not responsible for accidents or injuries related directly or indirectly from the use of the rented item.

I have read and understand the Costume Rental Policies above and agree to abide by them. I agree to pay damage/replacement charges to Once More From The Top

Signature _____ Date _____

For Office Use Only

Rental fee: _____ Deposit: _____

Date Returned: _____

Adjustments/additional charges (if applies): _____

Amount of deposit to be returned: _____