



35 West 31st Street #703
New York, NY 10001
Phone: 212-564-1530
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RENTAL AGREEMENT

Alias Costume Rental offers two rental periods: Weekly (7 Days) or Production (6 Weeks.) We also offer a Memo Rental (48 hours). The Memo Rental is for fitting purposes only; if items are used on camera, the Weekly Rate applies. The rental period begins the day the costumes leave the premises. Unless paying by purchase order, rental must be paid in full at the time of rental.

Costumes not returned within the 48 hour Memo period will be considered a Weekly Rental and charged accordingly.

For Weekly and Production Rentals, late fees will be charged if the costumes are not returned by the due date at a rate of 25% of rental cost for each week.

Alias has a 24 hour hold period. Any costumes pulled and not rented will be subject to a \$25 restocking fee. Additionally if any order is canceled after being written up as a receipt and must be restocked, the fee will be 25% of the rental total. Fees are waived if you restock items yourself.

The replacement value for each item is 20 times the rental price. The replacement value is to be paid in full to the Alias Costume Rental in case of loss, theft or damage as determined by Alias Costume Rental.

Costumes must be returned in the condition they were rented in. Please examine your rentals before leaving. Any pre-existing damages or stains will be noted on your receipt.

At the time of rental, a 10% cleaning charge will be added to the order. This will cover basic cleaning and laundering, but costumes with stains, spills, or excessive dirt MUST be cleaned before they are returned. Garments returned excessively soiled will be considered damaged and will be charged at the discretion of Alias Costume Rental.

Minor alterations (hems, waists, cuffs) are acceptable as long as the alteration does not damage the costume. Any costume that has been altered must be restored to its original measurements before it is returned. Alias Costume Rental reserves the right to charge a tailoring fee if any costume is returned altered. Alterations requiring cutting and dyeing of costumes is never allowed without written permission from Alias Costume Rental.

I, _____ have read and agree with the terms above.
(print full name)

Signature:	Today's date:
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RENTER INFORMATION

Designer's Name	
Phone Number	
Email Address	

Your Name / Position	
Phone Number	
Email Address	

Production Company	
Address	
Phone Number	
Accountant's Contact (Invoices only)	

Project Name	
Project Type	
Shoot Dates	

Is your company TAX EXEMPT? (**Check One**)

No	Yes	Tax Exempt Number & Attach Form:
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Payment (**Check One**)

Credit Card	Debit Card	Cash	Check / PO# / Cashet (explain)
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Even if you are NOT paying with credit card, we require full **credit card** information to be provided for our security. You will not be charged without your knowledge.

Name on Card	
Credit Card Number	
EXP Date:	
Security Code	
Billing Address Line 1	
Billing Address Line 2	

Do you want this rental agreement and credit card information kept on file for future rentals?

Yes Please!	No Thank You!
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