Universal City Studios
Costume Department
100 Universal City Plaza, Bldg. 8166/4
Universal City, CA 91608
Ph 818 777.2722 / Fax 818 866.1544

RENTAL / LABOR AGREEMENT

DATE:
Costume Designer/Stylist:
E-Mail:
Address:
City, State, Zip Code:
Phone:
Supervisor/Assistant's Name, # & E-Mail:

Prod Title:
Purchase Order #
Prod. Type: Feature, Comm, Web, Other _____ TV: ½ Hour, Hour, Other TV
Production Company:
Address:
City: State: Zip:
Prod Co Contact's Name & Title:
Phone:
E-Mail:
Expected Wrap:

RENTAL POLICIES

- ***Minimum rental fee is $40.00 plus tax and restocking.***
- Deposit is required for non-credit approved jobs.
- No Restocking on **Jewelry** or **Shoes**, Walkabouts are 30% of rental rate
- Weekend restocking is 30% of rental rate.
- Used and/or wrinkled garments must be returned dry-cleaned, unless prior arrangements are made.
- Wardrobe not returned within the approval period will be charged full rental rate whether used or not.
- All rental returns are one week from order date, unless prior arrangements are made.
- Rental periods longer than 1 week are billed accordingly; Every 6 week interval is charged an additional 25% extended rental.
- Multiple sets are not to be broken without Costume Department consent.
- All loss & damage items will be charged at 5 times the replacement value listed

APPROVAL PERIODS:

- Still Shoots, Videos, Music and others – 24 hours
- Features, TV, Commercials, and Web Series – 48 hours
- Restocking charges of $3.00 per unused item on orders Mon – Thurs
- Restocking charges on Friday orders are 30% of the items rental rate.

X_____

BY EXECUTION OF THIS DOCUMENT, RENTER HEREBY ACKNOWLEDGES THAT THE COSTUME(S) NOTED ON THE INVENTORY SHEET(S) RECEIVED BY RENTER, FROM TIME TO TIME, PURSUIT TO THE AGREEMENT WERE RECEIVED IN SATISFACTORY CONDITION. FURTHER, RENTER AGREES TO BE BOUND BY THE RENTAL TERMS AND CONDITIONS CONTAINED ON THIS DOCUMENT, AND AGREES THAT THE PERSON SO EXECUTING THIS DOCUMENT IS DULY AUTHORIZED TO BIND RENTER TO ALL SUCH TERMS AND CONDITIONS SET FORTH HEREIN ABOVE.

RENTER HEREBY ACKNOWLEDGES AND AGREES THAT STUDIO PROVIDES ALL COSTUMES AND ITEMS ON AN "AS IS" BASIS, THE COSTUME(S) ARE OF SIZE, DESIGN, CAPACITY AND MANUFACTURE SELECTED BY RENTER; STUDIO IS NOT A MANUFACTURER OF THE COSTUME(S) OR A DEALER, DOES NOT MAKE ANY REPRESENTATION, WARRANTY OR COVENANT WITH RESPECT TO THE CONDITION OF THE COSTUME(S) IN ANY RESPECT OR ITS FITNESS FOR ANY PARTICULAR USE, OR ANY OTHER REPRESENTATION, WARRANTY OR COVENANT EXPRESS OR IMPLIED.

RENTER ACKNOWLEDGES THAT THE COSTUMES AND ITEMS RENTED HAVE THE VALUE AS STATED ON THE INVENTORY SHEETS, AND THAT IN THE EVENT THAT ANY ITEMS ARE LOST OR DESTROYED TO THE EXTENT THAT SUCH ITEMS CANNOT (IN STUDIOS'S SOLE OPINION) BE UTILIZED, RENTER AGREES TO PROMPTLY PAY TO STUDIO THE STATED VALUE OF ANY SUCH LOST OR DESTROYED ITEMS

RENTER AGREES TO PAY TO STUDIOS THE REPLACEMENT COST OF ANY ITEM WHICH IS DAMAGED TO THE EXTENT IT CANNOT (IN STUDIO'S SOLE DISCRETION) BE USED AGAIN. RENTER ALSO ACKNOWLEDGES AND AGREES THAT SOME OF THE ITEMS RENTED HEREUNDER MAY HAVE SALES VALUES WHICH FAR EXCEED THEIR RESPECTIVE REPLACEMENT COSTS DUE TO THEIR PRIOR USE BY NOTABLE ACTORS OR ACTRESSES AND/OR IN NOTABLE MOTION PICTURES AND/OR TELEVISION PRODUCTIONS. ACCORDINGLY, SHOULD ANY ITEM BE LOST, STOLEN OR DESTROYED TO THE EXTENT THAT IT CAN NO LONGER BE IDENTIFIED THEN RENTER SHALL BE DEEMED TO HAVE AGREED TO PURCHASE SAID ITEM AT THE VALUE AS SET FORTH ON THE INVENTORY SHEET(S)

COMMENTS:	DEPOSIT INFO: