



RENTAL POLICIES

Rental Periods

Equipment is available for pickup after 3:00pm the day prior to rental and must be returned by 10:00am the morning after last rental day. Rental period will continue until equipment is returned. Shipping and travel days are charged at regular rates. Rental period is in effect when the equipment is in the care, custody and control of the lessee, regardless of actual usage.

Note: Weekly rates apply only when made in advance. Weekly rates are not proratable. Unauthorized extensions are considered new rental periods.

Insurance and Liability

A certificate of insurance is required for all rentals. Certificate must name **Maxwell Production Sound** as additional insured and loss-payee. Lessee is responsible for all rented equipment from time of pickup (at MPS) until time of return (at MPS). In the event of a loss, this responsibility includes payment of any applicable insurance deductibles and must cover replacement costs of equipment. All equipment cases, connecting cables, or other pieces rented with the equipment will be charged for if not returned. Additional charges will be assessed for any defacing of units with magic markers, paint substances, tape or stickers. Lessee is subject to additional charges based upon closer inspection for damage not obvious at time of check in.

Payment

Lessee will be given the opportunity to inspect and test the equipment prior to its rental. Thereafter the lessee assumes full responsibility for all items until returned. Returning the equipment does not waive possible charges for abnormal maintenance and/or repair.

Rental fees are payable upon pick-up, unless credit has been previously established. Rental invoices and loss and damages invoices are payable upon receipt of invoice. Payments due for 30 days or more shall be considered past due. Past due accounts will be assessed at 2% per month (24%/year) fees. Collection costs, attorney fees, court costs or any expense involved in the collection of charges and fees will be borne by the lessee.

Batteries/Recording Media

Equipment is supplied with one set of fresh batteries. Additional batteries are available at extra cost. No returns on media purchases. MPS is not responsible for material left on drives or cards.

Cancellation/Loss/Late Returns

The lessee will compensate MPS for any loss it may sustain as a result of; the lessee canceling all or part of an order, un-notified late returns, or unavailability of equipment due to loss or damage. In the event of damage or loss, the rental period will continue at a daily rate until claim is settled and equipment is repaired or replaced. MPS is not responsible for shipping delays once the Equipment is delivered to Lessee's carrier.

Signed and Agreed X _____ **Date** _____

Name Printed _____ **Company** _____