DESIGN-PAK© RENTAL ORDER FORM

ScenoGraphics
Post Office Box 201 • New Wilmington, PA 16142-0201
UPS / FedEx Address: 146 Cowden Road

Toll Free (from Continental U.S.) 1-888-222-3315
or dial: 724-946-2991
FAX: 724-946-9244
www.scenographics.com

Title of Show.....

Date of Last Performance (REQUIRED)..... DESIGN-PAK© IS DUE BACK WITHIN 2 WEEKS OF THIS DATE. SEE TERMS OF RENTAL CONTRACT BELOW.

Ship to Attn:.....

School or Organization.....

Shipping Address.....

City, State, Zip.....

Billing Address.....

Phone and Email.....

Name of Principal.....
(Schools) or Treasurer (org.) (PLEASE PRINT)

Shipping and Handling fees via Priority Mail (2-3 day delivery)

For zip codes beginning with 0, 1, 2, 3, and 4: $12.00 for ZIPs beginning with 5 or 6: $16.00 for ZIPs beginning with 7, 8, or 9 (excluding AK and HI): $20.00 for AK and HI: $30.00.

☐ Check here if you want a return Priority Mail label and pay a second S&H fee for your ZIP.

☐ Check here if you want to license our logo for a one-time fee of $35.
(Go to scenographics.com/logos to see what titles we have logos for.)

☐ Payment Enclosed ☐ VISA _____ _____ _____
16-digit number Expire 3-digit CVV#

Please make checks out to: ☐ MC
ScenoGraphics

DON'T FORGET THIS

☐ Please Bill (Purchase order or signed order form enclosed)

Discount Policy: If you prepay, either by check or MC/VISA, you may deduct $20 from the Design-Pak© rental fee, but then please add the appropriate shipping and handling fee.

Your stage dimensions: width_____; height_____; depth_____; wing space right_____; left_____.

Terms of contract for rental of Design-Pak and/or licensing of logo — Important! Please read:

ALL DESIGN-PAKS© REMAIN THE COPYRIGHT-PROTECTED PROPERTY OF SCENOGRAPHICS. While in the temporary possession of your organization,nobody is permitted to copy any portion of a Design-Pak© without the express consent of ScenoGraphics. No component of a Design-Pak©, nor any scenery built from a ScenoGraphics Design-Pak© , maybe given, lent, leased, rented, or sold for reuse by any other individual or organization without the written express permission of ScenoGraphics. Such copyright infringement is a federal crime.

All orders must be signed by an authorized adult to be valid. Exception: established customers may make verbal contracts over the phone. Design-Paks© are rented for a specified period--from the date of your order until 2 weeks after your last performance. A Design-Pak© kept beyond the date stipulated on your invoice will be deemed re-rented, and a second rental fee is then due. All parts of Design-Pak©must be returned. (NOTE: The blueprints are working drawings - if you rent them, you may write on them.)

The lessee agrees to pay shipping charges both ways. All checks must be for U.S. currency.

Your complete satisfaction is our goal. You may cancel a Design-Pak© rental (owing only shipping & handling) if you ship it back within four days of receipt. Any Design-Pak© kept longer than four days, with out special permission having been granted by us, is deemed rented. Any portion missing from a canceled Design-Pak© constitutes usage, as does returning a Design-Pak© in damaged condition. Exception: No cancellation permitted on orders placed within four weeks of your first performance. Use our original invoice to pay shipping & handling on a cancellation; otherwise, after 45 days we will re-invoice, which includes a $3.00 service charge.

There are no warranties, express or implied, which extend beyond the description of the product contained in this lease contract. Lessee hereby agrees that the liability of ScenoGraphics hereunder shall in no event exceed the lease price of this lease contract. Lessee hereby releases ScenoGraphics, its employees, officers, agents, and their respective heirs, personal representatives and assigns (the"ScenoGraphics parties") from any and all liability whether foreseen or unforeseen arising from this lease contract and the products and materials furnished hereunder. Further, Lessee agrees to indemnify and hold harmless ScenoGraphics and the ScenoGraphics parties from any and all claims, suits, liability and actions arising hereunder.

All logos remain the copyright protected property of ScenoGraphics. This license grants you permission to print our logo on any physical medium (paper, cloth, apparel, etc.). You may not reproduce or forward the logo in digital form to anyone except the company doing your printing. This license expires seven days after your last performance, at which time you and your printer must delete all files containing the logo artwork.

I HAVE READ, UNDERSTOOD, AND AGREE TO THESE TERMS.

DIRECTOR SIGNATURE _____ DATE _____

SIGNATURE OF PURCHASING
AUTHORITY OR PRINCIPAL _____ DATE _____

PLEASE PRINT _____

OFFICE USE ONLY
P.O. _____
INV. _____
CHK# _____
$ _____

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