

THE
INDUSTRYTM
SUPPLY
STORE

1986 Tucker Industrial Rd
Tucker, Ga 30084
678.956.7706
tisswardrobesupply@gmail.com

**EQUIPMENT RENTAL AGREEMENT
METHOD OF PAYMENT AND TERMS**

Payment Options:

Full payment will be required at the time of equipment rental, all payments will be processed at the time of rental. If rental equipment is not returned by the due date interest will incur at the rate of 1.75% per day per Item until returns. All customers and productions are liable for up to 7X the rental value, if rental equipment is lost or damaged.

Checks Payable To:

The Industry Supply Store LLC

Return Checks:

Will be charged a fee of \$32.00

Other Charges:

Z-racks or rolling racks must be reassembled or disassembled before returns can be accepted. Any racks that need to be reassembled or disassembled will be charged \$1.50 per rack. To avoid this additional charge please reassemble or disassemble before your return to TISS.

Production Start: _____ End Date: _____

Production Name: _____

Office Phone: _____

Billing Address: _____

Shipping Address: _____

Production Manager: _____

Phone: _____ Email: _____

Wardrobe Supervisor: _____

Phone: _____ Email: _____

Key Costumer: _____

Phone: _____ Email: _____

Location Manager: _____

Phone: _____ Email: _____

Bookkeeping Dept: _____

Email: _____

CREDIT CARD

CC#: _____ CC Type: _____

CVS#: _____ Exp Date: _____

Signature: _____ Date: _____

TISS, looks forward to serving you now, and in the future. Thank you for your business. Any questions please email us at theindustrysupplystore@gmail.com

RENTAL POLICY

TISS COSTUME RENTAL POLICY

TISS OFFERS FOUR RENTAL PERIODS FOR SMALL AND LARGE PRODUCTIONS (WEEKLY 10 DAYS) (8 WEEKS) (12 WEEKS) & (16 WEEKS) BASED PRICE PLUS 28% PRODUCTION RENTAL RATE. (10) DAY RENTALS MUST BE RETURNED BY THE 10TH DAY OF THE RENTAL PERIOD OR WILL BE AUTOMATICALLY CHARGED OUR PRODUCTION RENTAL RATE OF (28%). ALL PURCHASE ORDER ACCOUNTS MUST HAVE (PO#s). TISS WILL NOT RELEASE ANY ORDERS WITHOUT A PO NUMBER ATTACHED TO ORDERS. INVOICES, THAT ARE DUE ON RECEIPT, AND NOT PAID WITHIN 48 HOURS WILL BE CHARGED A DAILY RATE OF 9% EVERY DAY TILL INVOICES ARE PAID IN FULL.

TISS RENTAL EXTENSIONS

ALL RENTAL EXTENSIONS MUST BE REQUESTED IN WRITING VIA EMAIL 24 HOURS BEFORE YOUR ORIGINAL RENTAL RETURN DATE TO tisswardrobesupply@gmail.com. NO RENTALS WILL BE EXTENDED WITHOUT TISS AUTHORIZATION. ALL PRODUCTIONS RENTALS, PAST DUE AFTER 16 WEEKS WILL BE CHARGED AN EXTENSION FEE.

PAYMENT OPTIONS & TERMS

ALL COSTUMES AND EQUIPMENT RENTED FROM TISS, REQUIRE A VALID CREDIT CARD ON FILE. OR A COMPLETED CREDIT APPLICATION. ACCEPTABLE METHOD OF PAYMENT: ALL MAJOR CREDIT CARDS, PAYPAL, & APPLE PAY. PURCHASE ORDER ACCOUNTS ARE DUE NET 15 DAYS & 30 DAYS FROM THE DATE OF INVOICE. ANY PURCHASES ORDER ACCOUNTS PAST DUE MORE THAN 15 OR 30 DAYS WILL BE CHARGED A 3% LATE FEE PER INVOICE. A \$35.00 PROCESSING FEE WILL BE CHARGED FOR ALL RETURNED CHECKS. CHECKS ARE MADE OUT TO: THE INDUSTRY SUPPLY STORE. NO COSTUME OR EQUIPMENT RENTAL WILL BE RELEASED UNTIL A PURCHASE ORDER NUMBER IS ASSIGNED TO ORDER. TISS REQUIRES A CERTIFICATE OF INSURANCE FROM PRODUCTIONS WITHOUT A FINANCIAL GUARANTEE.

COSTUME RENTAL DEPOSITS

A SECURITY DEPOSIT EQUAL TO 1 1/2 TIMES YOUR RENTAL BASE PRICE WILL BE REQUIRED FOR ALL PRODUCTION RENTALS. DEPOSITS WILL BE PROCESSED AT THE TIME OF RENTAL. ALL DEPOSITS WILL BE RETURNED WITHIN 21 DAYS OF RENTAL RETURNS BASED ON DAMAGE OR LOSSES.

72 HOUR WARDROBE APPROVAL

TISS OFFERS A (72) HOUR APPROVAL PERIOD FOR SHOW AND TELL, AND FITTINGS PURPOSES ONLY. WARDROBE RENTALS MUST BE RETURNED IN ORIGINAL CONDITION WITH ALL TAGS ATTACHED. COSTUMES MUST (NOT) BE USED FOR ANY OTHER PURPOSES DURING THE APPROVAL PERIOD OR WILL BE VIEWED AS A WEEKLY RENTAL AND WILL BE CHARGED FOR A WEEKLY RENTAL. BASE PRICE. COSTUMES CAN BE READY FOR PICK UP ON ANY BUSINESS DAY BETWEEN 1 PM & 3 PM. NO APPROVAL ON ACCESSORIES. DUE TO COVID-19, ANY COSTUME RENTALS, THAT ARE TAKEN OUT ON WARDROBE APPROVAL AND TRIED ON BY CAST OR BACKGROUND IN ANY FITTINGS MUST BE DRY CLEANED OR SANITIZED BEFORE RETURNING TO TISS, ALL ITEMS RETURNED WITHOUT SANITIZED OR CLEANED WILL BE CHARGED A FEE OF \$4:50 FOR EACH UNLEADED COSTUME.

COSTUME CLEANING & FEES

ALL COSTUMES RENTALS AND ACCESSORIES RETURNED TO TISS MUST BE PROFESSIONALLY DRY-CLEANED. ANY RENTAL(S) RETURNED UNCLEARED WILL BE CHARGED 12% PER ITEM. ALSO, A CLEANING FEE WILL BE APPLIED FOR UNCLEARED SPECIALTY AND VINTAGE ITEMS. WARDROBES OR COSTUMES THAT ARE RETURNED DIRTY WILL BE CHARGED A 12% CLEANING FEE FOR EACH RENTED. WHICH WILL BE ADDED TO YOUR FINAL INVOICE.

LOSS AND DAMAGE RENTALS

ANY DAMAGE OR LOSS OF OUR WARDROBE/COSTUME OR EQUIPMENT RENTALS/ITEMS IS (7) TIMES THE REPLACEMENT VALUE OF EACH ITEM. TISS REQUIRES A CERTIFICATE OF INSURANCE FROM THE PRODUCTION COMPANY WITH (THE INDUSTRY SUPPLY STORE) NAMED AS ADDITIONAL INSURED LOSS PAYEE FOR ORDERS \$3000 ALL WARDROBE RENTALS SHIPPED VIA (UPS, FEDX, OR USPS) MUST BE RETURNED TO TISS, IN THE SAME MANNER WITH TRACKING INFO.

CONTACT TISS BEFORE TRYING ANY REPAIR'S.

COSTUME RENTAL LATE CHARGES

ANY RENTAL RETURNED AFTER ITS 10 DAY RETURN DUE DATE WILL BE CHARGED A DAILY (9%) FOR EACH ITEM UNTIL THE DAY RENTAL IS RETURNED.

COSTUME RENTAL LATE CHARGES

A SECURITY DEPOSIT EQUAL TO 1 1/2 TIMES YOUR RENTAL BASE PRICE WILL BE REQUIRED FOR ALL PRODUCTION RENTALS. DEPOSITS WILL BE PROCESSED AT THE TIME OF RENTAL. ALL DEPOSITS WILL BE RETURNED WITHIN 21 DAYS OF RENTAL RETURNS BASED ON DAMAGE OR LOSSES.

COSTUME ALTERATIONS

ANY WARDROBE/COSTUMES YOU RENT FROM TISS CAN BE ALTERED. HOWEVER, IT MUST BE RETURNED BACK TO ITS ORIGINAL CONDITION. TISS WILL ALLOW ALTERATION ONLY ON THE CUFF, WAIST & HEMS. AGEING, CUTTING, OR PERMANENT ADHESIVES ARE NOT ALLOWED. THE INDUSTRY SUPPLY STORE RESERVES THE RIGHT TO CHARGE A RESTORATION FEE FOR ANY WARDROBE/COSTUME RENTAL THAT IS RETURNED ALTERED.

RENTAL RETURN PROCEDURES

ALL RETURNS MUST BE ACCOMPANIED BY TISS INVENTORY RENTAL & RETURN PAPERWORK. ANY RETURNS WITHOUT PROPER PAPERWORK WILL BE CHARGED A LABOR FEE OF \$20.00. RENTALS MUST BE RETURNED CLEANED AND ON HANGERS, IN BAGS, & BOXES ALONG WITH ALL TAGS. ANY DAMAGED RENTALS SHOULD BE TAGGED AS DAMAGED. PLEASE DO NOT PIN HATS TO GARMENTS. DO NOT PUT SHOES & HATS IN THE SAME BOX OR BAG. TISS RESERVES THE RIGHT TO DECLINE OR ACCEPT REPLACEMENT ITEMS IN EXCHANGE FOR LOST OR ANY DAMAGES OF COSTUMES. ACCESSORIES OR EQUIPMENT RENTALS.

PRODUCTION SHOW & EPISODIC PACKAGES

TISS WILL WORK WITH ALL PRODUCTION SIZES TO OFFER SPECIAL COST-EFFECTIVE PRICING TO WORK WITHIN YOUR WARDROBE/COSTUME BUDGET. PLEASE EMAIL US YOUR RENTAL NEEDS AND COSTUME BUDGET. TISS CAN ALSO ASSIST WITH PASS-THROUGH.

TISS WILL DO STOCK PULLS AND ORGANIZE ALL COSTUME RENTALS WITHOUT ANY LABOR FEES TO YOUR PRODUCTION, WE WILL EMAIL DIGITAL PICS FOR YOUR APPROVAL, OPTIONAL DELIVERY TO YOUR COSTUME DEPT WITHIN 10 MILES OF OUR RENTAL SHOWROOM OR CURBSIDE PICK UP. ANYTHING OUTSIDE OF 10 MILES WILL INCUR A SMALL DELIVERY FEE. OF \$48.00

ALL COSTUMES PULLED MUST BE RESTOCKED AT THE TIME OF PULL. A RESTOCKING FEE OF \$2.50 WILL BE CHARGED IF COSTUME PULLS ARE NOT RESTOCKED IN THEIR PLACE.

SHIPPING & THIRD PARTY FEES

THE INDUSTRY SUPPLY STORE, THE STANDARD METHOD OF SHIPPING IS UPS GROUND. IF YOU WOULD LIKE TO HAVE YOUR ORDER SHIPPED VIA FEDEX, THEN YOU MUST PROVIDE US WITH YOUR FEDEX ACCOUNT NUMBER. ALL SHIPPING COSTS ARE CALCULATED ONLINE VIA UPS. THE INDUSTRY SUPPLY STORE ONLY SHIPS WITHIN THE USA & CANADA. WE DO NOT SHIP TO PO BOX, APO, OR FPO. PLEASE ALLOW 1-2 BUSINESS DAYS FOR ORDERS TO BE PROCESSED BEFORE SHIPPING. ANY ORDERS PLACED ON WEEKENDS OR HOLIDAYS WILL BE PROCESSED THE NEXT BUSINESS DAY. TISS IS REQUIRED TO COLLECT SALES TAX ON ORDERS SHIPPING TO ADDRESSES IN THE STATE OF GEORGIA. THIRD-PARTY FEES, SHIPPING CHARGES, CREDIT CARD PROCESSING FEES & TAXES ARE NOT REFUNDABLE. ALL CREDIT CARD PAYMENTS WILL BE CHARGED A 3% PROCESSING FEE FOR ALL ORDERS IN GEORGIA.

FOR MORE INFO, PLEASE CONNECT WITH US AT

theindustriysupplystore@gmail.com

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