

Rental Policy - 1st Stage Studio/Green Fields Media LLC

No rental is confirmed until all paperwork is completed & received. No equipment will be released until all paperwork has been processed.

Rental Terms:

- Minimum daily rental is \$150
- Minimum rental period is 1 day.
- Special rates for a week or longer are available.
- Equipment rentals must be returned before 11:00AM or full rental day charged.
- Rentals may be picked up at 3PM the day before.
- All pickups and returns by appointment only.

Rental Insurance Terms:

- General Liability Coverage, minimum \$1,000,000 per occurrence.
- Miscellaneous rented equipment, minimum \$20,000. (More may be required to cover replacement cost of rented equipment.)

Crew Terms:

- Crew labor rates are based on a 10-hour day.
- Time and a half are charged after 10 hours, double after 12 hours.

Cancellation Fees:

- Equipment rentals cancelled less than 24 business hours prior to pick up will result in a full day charge.
- Crew cancellations made in less than 48 business hours prior to production will result in a full day charge.
- Business hours are Monday-Friday. Weekends and Holiday are not included.

Other Terms & Conditions:

- Mileage rates may vary. Rates are .80 for motorized & .50 for non-motorized.
- All expendables, hard drives, travel & lodging expenses, vehicle mileage, parking, airfare, per diem costs and other "out of pocket" expenses are additional.
- Equipment returned that is excessively dirty, stained, or water-spot damaged condition will incur a cleaning fee.

Payment Policy:

First-time renters are C.O.D. for a minimum of 1 rental. Deposits may be required for large projects. C.O.D. must be pre-paid 1 week in advance of equipment pickup, unless using cash. Payments may be made in cash or check. Checks are payable to Green Fields Media LLC.

All payments that are late will incur a 5% late fee. Additional 5% fees will be incurred for each and every month thereafter.

Prices and specifications on our website are subject to change without notice. Rates will always be negotiable, as every shoot is different. Any rate concessions must be arranged in advance. These policies are subject to change without notice at any time by Green Fields Media LLC/1st Stage Studio or it's subcontractors and agents.

LESSEE

Signature

Company Name

Printed Full Name

Date

Company Address

Business Reference Name / Address / Phone

**FRONT AND BACK SIDE COPY OF LESSEE DRIVERS LICENSE
MUST ACCOMPANY THIS AGREEMENT**

Email to: tomeaton@gf-media.com

OR

Fax to: (847) 865-0940

1st Stage Studio. A subsidiary of Green Fields Media LLC

847-809-9988

1ststagestudio.com

Gf-media.com