



Design Pak© Rental Order Form

Orders can now be completed on our website,
or you may submit this form the following ways:

Mail: 723 Burton St. SE
Grand Rapids, MI 49507

Phone & Fax: (888)-222-3315
Email: scenographics@gmail.com
Website: scenographics.com

Title of Show:

Date of Last Performance:

(Required: Design Pak© is due back within 2 weeks of this date)

Ship To, Name:

School or Organization Name:

Shipping Address:

City, State, Zip Code:

Billing Address:

City, State, Zip Code:

School/ Org Phone:

Your Email:

Name of Principal/ Treasurer:

TERMS OF CONTRACT FOR RENTAL OF DESIGN-PAK© FROM SCENOGRAPHICS:

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©, may be 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 two 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.

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, without special permission having been granted by us, is deemed rented. Any portion missing from a cancelled Design Pak© constitutes usage, as does returning a Design Pak© in damaged condition.

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.

Director Signature

Date

Signature of Principal/ Authority

Date

Payment Information

Check One: Payment Enclosed

Make Checks Out to ScenoGraphics

Credit or Debit

16 Digit No.: _____ CVV: _____

Expiry (mm/yy): _____ ZIP: _____

Name on Card: _____

Cardholder Address: _____

(credit/debit orders can be taken more easily through our website!)

Please Bill (Purchase order or Letter Enclosed)

P.O. No.: _____

Shipping Information

To simplify the return process of the leased Design Paks© we can include a return label in your package.

Let us know if you want:

One-way Shipping (\$12)

or

Shipping + a Return Label (\$24)

Thank you for your order!

Office Use Only:

P.O. _____

Invoice _____

CHK# _____

\$ _____