



SCENOGRAPHICS

Design Pak® Rental Order Form

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

Phone & Fax: (888)-222-3315

Email: scenographics@gmail.com

Website: scenographics.com

Title of Show:

Date of Last Performance:

(Required; the 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

ALL DESIGN PAKS REMAIN THE COPYRIGHT-PROTECTED PROPERTY OF SCENOGRAPHICS. While in the temporary possession of your organization, no entity 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.

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. A return shipping label is included on all orders shipped within the United States.

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. An organization can peruse no more than twice in a row without explicit consent; the third Pak will be non-refundable. Any portion missing from a canceled 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, the 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: Credit or Debit 16 Digit No.: _____ CVV: _____
Expiry (mm/yy): _____ ZIP: _____
Name on Card: _____
CardholderAddress: _____
(credit/debit orders can be taken more easily through our website!)

Please Bill P.O. No.: _____
Email Invoice to: _____

Shipping Information

Domestic Orders

The shipping charge for ordering via this form is \$12.00. Paks are shipped out within 1-2 business days of an order and sent via USPS priority mail (2-3 business days). Pak are leased and due back two weeks after your production closes. To streamline this process, a printable return label is now included with every domestic order of a Design Pak. We'll email you this label after your order is fulfilled. When you're ready to return your Pak, print out your label, pack all the materials back into the tube, and cover the old label with the new one. Your Pak is now ready to be sent with the outgoing mail or dropped off at the prepaid counter at your local USPS.

International Orders

Please email us at contact@scenographics.com and we will get you a customized shipping rate for your location. International orders do not include a complementary return label.

Thank you for your order!