

Studio Address: 42307 Osgood Rd. Unit L, Fremont, CA 94539 Mailing Address: 43575 Mission Blvd. #616, Fremont, CA 94539 (510) 659-1319 www.starstrucktheatre.org

StarStruck Theatre Props Rental Policies

StarStruck Theatre is a youth community theatre organization that prides itself on producing the highest possible caliber productions. To that end, we offer props rentals to other responsible community and school organizations. We know you understand the time, effort, and love put in the production of props and know that replacement is next to impossible. We know you will care for the items we are renting to you.

Minimum Rental

As this is not our primary business, we can only accommodate rentals of \$300 or more.

Rental Fees

Rental fees are computed on a per-piece basis for your production period, tech week through closing. If the production period exceeds 4 weeks, an additional fee may apply. All shipping charges must be paid by the renter.

Security Deposit and Payments

Local: All local rentals require a credit card for a security deposit. The credit card will not be charged unless penalties apply. Payment is due at the time of the final rental. Final payment must be paid by check. Make payable to StarStruck Theatre. Late fees are assessed at a rate of \$10 per day, per item.

<u>Out of Town</u>: All out-of-town rentals require a security deposit of half the value of the rental fees, as well as fee payment in full 30 days prior to ship date. Shipping costs will be taken out of the security deposit, and the remainder will be returned to the renter following the return of undamaged items.

Shipping

Responsibility for all shipping costs belongs to the renter. Shipping costs will be taken out of the security deposit, and the remainder will be returned to the renter following the return of undamaged items.

Alterations

Props may NOT be cut, dyed, painted, or permanently altered without written permission from StarStruck Theatre.

Damaged or Lost Items

Normal wear and tear is expected and will not incur extra charges. Damage beyond normal wear and tear will incur damage charges. Damage charges will be assessed for damage that renders the item not rentable. Damage fees include the cost of supplies needed to restore the item to its original state as well as labor costs. Irreparable damage to items will be assessed at the replacement value of the prop. Lost props will be assessed a lost item fee of the replacement value of the prop.

Return Date

The return date is 10 days after the close of your show. If you are shipping props back, they must be postmarked no later than 10 days after the close of your show.

Refunds

There are no refunds on rented items.

Credits

We ask that you include the following credit in your program: "Props provided by StarStruck Theatre, Fremont, CA."

We reserve the right to refuse service to anyone or to limit the number of items rented.