



ACME BROOKLYN
 PROP RENTAL+SET DESIGN
ACMEBROOKLYN.com
 350 MESEROLE ST., BLDG D
 BROOKLYN, NY 11206
 IN BUSHWICK B/T MORGAN AVE+BOGART ST
347.529.6158
PROPS@ACMEBROOKLYN.com

Prop Rental Terms and Conditions

This form is also available to complete via DocuSign upon request

CLIENT / RENTER: _____

GENERAL INFORMATION

Client as defined above, agrees to rent Props from ACME Studio, Inc. ("ACME") in accordance with the terms and conditions of this Prop Rental Agreement (the "Agreement"). ACME can be contacted at PROPS@ACMEBROOKLYN.com or by phone at (347) 529-6158, during ACME's hours of operation, Monday thru Friday, 9am to 6pm ("Business Hours").

Client is to return a completed, signed version of the Agreement to setup a Prop Rental Account with ACME and for ACME to release Props to the custody of the Client, their agents, or their employees as part of a Prop Rental Order ("Order"). The Agreement may be returned via e-mail or DocuSign, including Credit Card Authorization (next page). This agreement may be kept on file for future rental, but should be updated if any Client information therein changes.

RATES AND TERMS

ACME rents Props for up to 1 week (7 days) ("Rental Period"). Rental Periods begin at the start of Business Hours on the scheduled Shipping/Pickup Date. There is no rate change for Orders returned before the scheduled Due Date or returned within 24 hours. Orders extending beyond 1 Rental Period or that are returned Past Due will be subject to billing for additional Rental Periods.

TAX

ACME will honor Client's Tax Exempt status and not collect taxes on Orders upon receipt of Client's valid New York Tax Exempt Certificate.

CONDITION, DAMAGE, OR LOSS

ACME will make a good-faith effort to provide Props in the best possible condition, but does not extend a warranty. Client agrees to rent Props in "AS IS" condition, and can make an appointment to view Props in-person prior to rental. Client is responsible for inspection of Props upon receipt and should notify ACME of issues or damage sustained during transit, along with photos e-mailed to PROPS@ACMEBROOKLYN.com. Client is responsible for any damage to items beyond the condition it was released in. Damages may be billed as a repair, cleaning fee, or total replacement. Client may request replacement fees from ACME for any item before renting. Client is responsible for any damage to items sustained during the Rental Period.

DELIVERY AND PICKUP

ACME can arrange delivery and/or return courier service for Client's Order, for an additional fee. Client must provide the delivery and/or pickup date, time, and location to receive a quote. Please note that delivery and pickup windows are estimated, and could be affected by traffic and other conditions outside of our control. Additional fees may apply if Client is unable to receive Props upon delivery, or if Props are not ready or wrapped at agreed upon pickup time. Alternately, the Client, their agents, or employees can pickup or return an Order directly from ACME during Business Hours.

PACKAGING

ACME will wrap and/or box Props in an Order prior to release. To prevent damage, ACME asks the Client re-wrap Props prior to return. Unreturned packing blankets, bins, or dedicated boxes used to wrap an Order will be subject to a replacement fee. ACME and its agents or employees are not responsible for wrapping or boxing Props in Orders that ACME arranges return courier service for. Client may be subject to added fees should ACME's agents or employees need to wrap or box Props at the time of return pickup.

PAYMENT

ACME accepts credit card, check, wire transfer, or cash as payment for an Order. All Orders must be paid in full to be released except in cases where ACME has approved Client for Net Pay, after completion by Client of a Credit Application. Payments are non-refundable once an Order is finalized and ACME releases Props to the custody of the Client, their agents, or employees, and confirmed orders that are cancelled before pickup may be subject to a restocking fee.

USAGE

ACME makes no warranties or indemnification relating to your use of the props unless release is requested of and provided by ACME for items created by ACME. All parties renting props from ACME represent and warrant that their use will be consistent with applicable laws including, without limitation, copyright, privacy, and publicity laws, and that they will not infringe or violate the rights of any other party. All rights not granted by ACME are specifically reserved.

AGREEMENT

By placing an Order, Client agrees to indemnify and hold harmless ACME and its agents and employees, against any claims of any sort resulting from any activity in connection with the Props being rented. This Agreement constitutes the entire agreement and understanding between the parties to this Agreement and supersedes all negotiations and understandings between the parties whether oral or written, expressed or implied. **Please have an authorized representative of the Client sign below and complete the Credit Card Authorization form on next page of this document, and return to PROPS@ACMEBROOKLYN.com or have executed via DocuSign.**

I, _____ (Print), agree and accept this confirmation and the provisions contained therein.

Signature: _____

Date: _____

Credit Card Authorization for Prop Rental

We accept VISA, MasterCard, American Express, and Discover.

Contact Name: _____

Phone Number: _____

Billing Name: _____

- Keep this card on file for future orders under this billing name
 Do NOT keep this card on file for future orders under this billing name

Billing Address: _____
Street Apt/Foor/Unit

City State ZIP/Postal Code

Phone Number

Credit Card Info: VISA MasterCard AMEX Discover

Card Number

Name On Card

Expiration (Month and Year)

Security Code/CID

VISA/MC/DISCOVER
3 digits on back of card

AMERICAN EXPRESS
4 digits on front of card

I, _____ (Print) hereby authorize charges associated with Prop Rentals from ACME to be charged to the credit card provided above.

Signature: _____

Date: _____