



Boston Camera Rental Company

1686 Commonwealth Avenue
Boston, Massachusetts 02135
(617) 277.2200 F-(617) 277.6800

BUSINESS APPLICATION

CUSTOMER NAME: _____

STREET ADDRESS: _____

CITY: _____ STATE: _____

ZIP: _____

TELEPHONE: _____ FAX: _____

OPERATIONS CONTACT: _____

ACCOUNTING CONTACT: _____

FED ID/S.S. #: _____

CHECK ONE:

INDIVIDUAL ()

CORPORATION()

PARTNERSHIP ()

NAMES OF PRINCIPAL OFFICERS, GENERAL PARTNERS AND/OR OWNERS:

NAME: _____ TITLE: _____

NAME: _____ TITLE: _____

NAME: _____ TITLE: _____

NAME: _____ TITLE: _____

BANK REFERENCE:

BRANCH NAME: _____ ACCOUNT #: _____

ADDRESS: _____

CONTACT: _____ PHONE #: _____

TRADE REFERENCES:

1. COMPANY NAME: _____ FAX: _____
ADDRESS: _____
TELEPHONE: _____ CONTACT: _____

2. COMPANY NAME: _____ FAX: _____
ADDRESS: _____
TELEPHONE: _____ CONTACT: _____

3. COMPANY NAME: _____ FAX: _____
ADDRESS: _____
TELEPHONE: _____ CONTACT: _____

4. COMPANY NAME: _____ FAX: _____
ADDRESS: _____
TELEPHONE: _____ CONTACT: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

INSURANCE REQUIREMENTS:

The production must provide BCRC with a valid certificate of insurance before the release of equipment. Production must also provide a check, cash, or a hold on a credit card for the amount of the property deductible listed on the certificate. The following items must be included in the certificate.

1. Coverage must extend through the time period for which equipment is rented.
2. Boston Camera Rental Company must be listed as "Loss Payee" and "Additional Insured."
3. Coverage must be written for "replacement cost" of the rented equipment.
4. All risk coverage that is greater than or equal to the replacement cost of all equipment used by the production.
5. When traveling out of the U.S., all risk, world wide coverage for equipment in transit/shipping

NOTE: If you are tax exempt, please send us a resale certificate from the state of Massachusetts.

COMPANY POLICIES

BUSINESS HOURS:

- Regular business hours: Monday through Friday, 8:30 AM to 6:00 PM.
- Boston Camera offers 24 hour support. Whether you need technical help, additional equipment or an emergency repair or replacement, we can be reached at any time. (Non-business hour openings may be subject to labor charges.)

PLACING ORDERS:

- BCRC considers all orders placed with us to be holds until confirmed.
- BCRC will notify the production if a scheduling conflict should arise. At that time the production will have the option of confirming the order or releasing the hold.
- Cancellation of confirmed equipment may be subject to rental charges.
- Rentals not canceled by noon the day before check-out are subject to charges.

BILLING:

- All prices listed are daily rates.
- Weekly rates on long term rentals are negotiable.
- Every day that "film rolls" is billed as a shoot day.
- Prices are subject to change without notice.
- The minimum billable order is \$25.00.
- A 10% surcharge may be added to all orders that do not include a camera body.

CHECK-OUT AND RETURN TIMES:

- Check-out time begins at noon the day before your shoot.
- Equipment picked up before 2:00 PM may be subject to a half-day rental charge.
- Return time is 10:00 AM the morning after your shoot. Late returns are subject to additional charges.
- Pre-light days on which a camera is picked up before 2:00 PM are billed as half days.
- BCRC will allow one “weather day” (non-billable day) for a production experiencing adverse weather conditions. BCRC must be notified by noon the day prior to a weather day.
- BCRC reserves the right to charge for equipment on a “weather day” should BCRC incur a loss of rental revenue.
- BCRC will be happy to accommodate camera tests as long as the test is followed by a camera package rental.
- Special arrangements can be made for check-out or return times. Please notify us in advance.
- Equipment shipped out of town by BCRC will be billed at a two-day minimum. Rental begins the day after shipment and continues until the equipment has been returned to BCRC.

DELIVERY:

- Delivery in the local area (within Route 128) is \$45.00. Delivery to Logan Airport is \$65.
- Deliveries during non-business hours or outside the local area can be arranged.

SHIPPING:

- BCRC can arrange shipment of equipment for out-of-state productions. The cost is negotiated on a per-job basis.
- In the event BCRC is asked by the production to ship sub-rented equipment, the production must cover the costs of all shipping.
- BCRC will bill outgoing shipping charges to customers with established accounts. Return shipments to BCRC must be sent prepaid.