



Sony Pictures Property Department
 5933 W. Slauson Avenue, Culver City, CA 90230
 (310) 244-5999 Fax: (310) 244-0999
 www.sonypicturesstudios.com

Student Information Form

PROJECT NAME *(Please Print)*

SCHOOL AFFILIATION

YOUR NAME *(Please Print)*

PRODUCTION DATES

ADDRESS:

PHONE NUMBER

FAX NUMBER

NOTES:

HOURS: 7:00am - 4:00pm

Monday - Thursday

NO STUDENT PICK-UP OR DROP OFFS ON FRIDAY

Students must provide a student authorization form, credit card and drivers license.

We Moved!



TODAY'S DATE

PLEASE NOTE: We accept cash, personal checks and all major credit cards for rentals (*minimum \$25 order for credit cards*). The rental rate is 10% of the item value, per week. **All deposits must be placed on a credit card.** The deposit is 100% of the value of the item. This amount is held against the credit card until all items are returned. If the credit card does not belong to the individual checking out the item(s) he/she must bring the proper ID (ie driver's license) of the credit card holder and a written statement authorizing the use of his or her card. A signed Terms and Conditions form must accompany this form.

Sony Property Department Student Pick-up & Return Rules

Please read and familiarize yourself with these rules before your first pick-up.

- Please remember that student pick-up and returns hours are limited to **Monday through Thursday, 7:00AM – 4:00PM. No Exceptions.**
- Please be sure you have completed the student information and credit card authorization forms and have been entered into the computer system before occupying a loading bay and pulling any items.
- Please do not pull any items into the staging area until your truck is in the loading bay.
- Do not shop for furniture while your truck is occupying a loading bay. Bays are for loading and unloading of furniture only. Other trucks will be waiting to get in.
- You will have approximately 15 minutes time in the loading bay. Since we have only 2 loading bays in the set dressing area, there will be others waiting to get in behind you. Please be familiar with where in the warehouse your pick up items are located before arriving.
- After completing your pick up, be sure to take your paperwork to the accounting office, located by the east loading bay door, to have your credit card run for the first weeks rental.
- When making your returns, bring your paperwork from the pick up to expedite check in.
- Your cooperation in complying with these rules will make your experience here at the Property Warehouse more enjoyable and efficient for yourself as well as the other who are here for their prop needs.

Thank you for your cooperation. Sony Property Dept. Management



Sony Pictures Studios
Property Department

TERMS AND CONDITIONS

Lessee and Sony Pictures Studios hereby agree as follows:

- 1. Sony Pictures Studios rents to Lessee the equipment and properties listed on the reverse hereof, as therein specified, (hereafter referred to as the "Equipment").
2. Lessee agrees to use the Equipment only for the purpose for which it is designed and in a careful and prudent manner such as will not cause any injury or damage to the Equipment, other than reasonable wear and tear, or to any person or property.
3. Upon the expiration of the rental period specified above hereof, Lessee shall return the Equipment to Sony Pictures Studios in the same condition, reasonable wear and tear excepted, as it was in when received by Lessee from Sony Pictures Studios.
4. Lessee acknowledges that it has inspected the Equipment, that the same is now in good repair, mechanical condition and working order, and that Sony Pictures Studios makes no warranty whatsoever in connection therewith. Lessee agrees that if the Equipment shall be returned to Sony Pictures Studios in need of repair, Lessee shall pay to Sony Pictures Studios the cost of such repair. Should Equipment be damaged beyond reasonable repair, lost by whatever means, or destroyed, Lessee shall promptly pay and indemnify Sony Pictures Studios in the full amount of the sum(s) set forth in this agreement under the columnar heading "Replacement Price" without allowance for depreciation or obsolescence.
5. We shall indemnify and hold Sony Pictures Studios harmless from any loss and damage which it may suffer, incur or which results from and by reason of Lessee's use of the Equipment, including but not limited to, the loss thereof or any damage thereto. In connection therewith Lessee agrees to obtain and furnish, Sony Pictures Studios, if it shall request the same, satisfactory evidence of such insurance as Sony Pictures Studios may reasonably require. If any legal action is necessary to enforce the terms of this agreement, the prevailing party shall be entitled to reasonable attorney's fees in addition to any other relief to which it may be entitled.
6. Rental price set forth in this agreement is based on Lessee's initial estimate of the equipment required to service its needs. It is agreed and understood by Lessee that should its requirements subsequently increase beyond those originally estimated, additional rental charges will be paid by Lessee. Such additional rental charges will also be based on the fair value of the property rented and the time period for which such equipment is needed.

Persons Auth. To Sign On Card: _____

Name: _____

Production Name: _____

Credit Card # _____

Expiration Date: _____

Production Co. / School Affiliation

CREDIT CARD USE ONLY

"Should aforementioned rental fall into extended chargeable weeks, I, _____ authorize SONY PICTURES STUDIOS, PROPERTY DEPARTMENT to charge additional rental fees to the credit card account that I have provided upon initial check out."

*** Card Owner, Must Sign Name

Date