

NEISD

Spirit Costume Closet

Borrower and Rental Agreement

1. If renting a costume, payment is due within seven days of invoice. You may pay with a school check, credit card, or school purchase order. Failure to pay may result in cancellation of your order. A $50 security deposit is required for all rentals.
2. Costumes are sent in the best possible condition. Some costumes may have slight imperfections which would not affect the integrity of the costume. Some small repairs may be needed.
3. The renter or borrower agrees to accept the costumes on an “as is” basis.
4. All costumes are due back by the return date listed on the invoice. For costume rentals, a late fee of $1.00 per day per costume will be charged for all late costumes.
5. The replacement cost for a lost or destroyed costume can be found on our costume sight. Rental fees do not go towards a costume replacement cost.
6. All costumes are to be returned washed in cold water in a gentle cycle and hung up to dry. Please wash all costumes inside out.
7. Any alterations made to a costume (pinning, light tacking, or hemming) must be removed before the costume is returned.
8. Costumes may not be cut, dyed, painted, or embellished. Tape, iron-on bonding, glue or any other type of adhesives may NOT be used on the costumes.
9. Damage charges will be assessed for any broken zippers, detached garment pieces, make-up or other permanent stains or other damage that may render the costume not rentable.
10. Renter agrees to pay all shipping and handling costs

I have read and understand the costume rental/borrow agreement and agree to abide by the agreement to pay damage or replacement costs at current replacement value if required.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_

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*For office use only*

Name of School/Group/Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Invoice/Order #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rental Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Rental End Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Adjustments/additional charges (if applicable): \_\_\_\_\_\_\_\_\_\_

Amount of Deposit to be returned: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_