



www.treehousetheatercostumes.com  
[info@treehousetheatercostumes.com](mailto:info@treehousetheatercostumes.com)

## COSTUME RENTAL AGREEMENT

1. Treehouse Theater Inc. (THT) agrees to rent the costumes and articles listed on the attached Inventory List to **(NAME of contact)** from **(NAME of school/group)** (RENTER) for their **DATES of shows** performances of **(name of show)**.
2. Prices quoted are for RENTER to have possession of all items on Inventory List for a three-week period, unless otherwise stated. For longer periods, special arrangements and fees may be made.
3. Full Rental Expense, including Security Deposit, must be prepaid to THT in order to reserve costumes and articles. Costumes are intended for indoor use only.
4. This is an agreement of rental only, not of sale. All rented articles remain the property of THT.
5. **RENTER will pay total shipping expense, both ways, via UPS or FedEx. THT will pay cost to ship costumes TO the RENTER;** this cost will be netted against the security deposit after costumes are returned and assessed. Depending on RENTER's location, the security deposit may/may not be enough to cover the Shipment TO the RENTER costs.
6. Upon arrival, RENTER must first locate the enclosed Inventory List. Then unpack each item and locate/check the coordinating box on the Inventory List. THT Rental Coordinator must be notified immediately of any missing items.
7. Temporary alterations (darts, hems, safety pins, embellishments, etc) are allowed but MUST be removed prior to cleaning.
8. Eating, drinking, or smoking in THT costumes is prohibited.
9. Reasonable wear to costumes is to be expected. Damage is considered to have occurred by: tearing, burning, cutting, excessive make-up, removal of décor/trim.
10. After use, RENTER agrees to remove any temporary name labels and/or alterations before properly **CLEANING** all items as instructed on Inventory List.
11. As RENTER is packing items for return, each item must be located/checked in the coordinating box on the Inventory List. The completed List will then be enclosed within one of the shipping boxes.
12. Items must be properly packaged for return to safeguard against damage during shipment. **RENTER must return all items to Danielle Frahm, 1624 24th St, Two Rivers, WI 54241.**
13. All rented items must be returned NO LATER THAN the close of business on the contract "ARRIVAL at THT" date. Late returns will be charged an extension fee of 10% of total rental expense for each day.
14. THT reserves the right to inventory and assess the condition of all returned items. Fees will be assessed for lost, damaged, or excessively soiled (not excluding strong odors) items, but will not to exceed the full replacement value.
15. RENTER will be notified of any repair or replacement fees, via email, within three weeks of the "ARRIVAL at THT" date.
16. Security Deposit, net of shipping cost TO RENTER plus any repair or replacement fees, will be returned to RENTER within one month of "ARRIVAL at THT" date.
17. THT shall incur no liability to RENTER or any other persons for accidents, injuries, or losses caused directly or indirectly by any rented article.
18. If any of the rented articles are not available on the "Shipment to Renter" date due to any means not directly under control by THT, RENTER will not hold Treehouse Theater liable. THT will provide a replacement article of equal value or issue a refund.
19. If RENTER violates any of the provisions of this agreement, I authorize THT or its attorneys to use whatever legal means necessary to recover their goods and/or any money due to THT

RENTER Signature \_\_\_\_\_ Date \_\_\_\_\_

THT Rental Coordinator Signature \_\_\_\_\_ Date \_\_\_\_\_



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**COSTUME RENTAL AGREEMENT**  
*(SHOW TITLE)*

<p><b>SHIP TO:</b></p> <p>Name: _____</p> <p>Title: _____</p> <p>Organization: _____</p> <p>Address: _____</p> <p>City, State, Zip: _____</p> <p>Phone (school/business): _____</p> <p>Phone (cell): _____</p> <p>Email: _____</p>	<p><b>BILL TO:</b></p> <p>___ same as "Ship to"</p> <p>Name:</p> <p>Title:</p> <p>Organization:</p> <p>Address:</p> <p>City, State, Zip:</p> <p>Phone (work):</p>
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	CONTRACTUAL DATE	EXPENSE
Security Deposit - refundable		<b>\$400</b>
Rental (Inventory List attached)		<b>\$1,750</b>
Shipment to Renter*	__/__/21	TBD*
Estimated ARRIVAL at Renter	__/__/21	
First Performance	__/__/21	
Final Performance	__/__/21	
Return Shipment*	__/__/21	TBD*
Estimated ARRIVAL at THT	__/__/21	
Inventory Assessment complete/ Refund issued of unused Security Deposit	__/__/21	
<b>TOTAL DUE PRIOR TO INITIAL SHIPPING</b>		<b>\$2,150</b> <i>*RENTER to pay</i>

Renter Signature \_\_\_\_\_ Date \_\_\_\_\_

THT Rental Coordinator Signature \_\_\_\_\_ Date \_\_\_\_\_

<b>FOR OFFICE USE ONLY</b>			
Full Payment Received ___/___/___	Shipment to Renter Date ___/___/___	Arrival at THT Date ___/___/___	Late Return Date begins ___/___/___