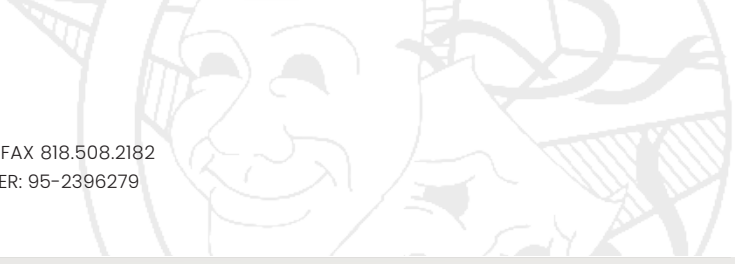


# WESTERN COSTUME CO.

11041 VANOWEN STREET | NORTH HOLLYWOOD, CA 91605 | TEL. 818.760.0900 | FAX 818.508.2182  
HOURS OF OPERATION: MONDAY THROUGH FRIDAY 8AM-5PM | FEDERAL ID NUMBER: 95-2396279



## PRIVATE RENTAL POLICY

PRIVATE RENTALS ARE BY APPOINTMENT AND SUBJECT TO AVAILABILITY.

- **COSTUMER FEE:** There is a \$60.00 per hour labor fee to have one of our in-house costumers pull and send photos of the order, with a minimum of one hour of labor (\$60.00). Depending on your needs, pulling and photographing your order may take more than one hour. The \$60.00 per hour labor fee is charged whether or not you end up renting items from Western Costume Co.
- **FITTING FEE:** There is a \$60.00 per hour fitting fee to have one of our in-house costumers fit costumes on clients. Fittings may take more than one hour.
- **COSTUME RENTAL:** Costume prices vary, but there is a minimum costume rental fee of \$100.00.
- **CLEANING FEE:** A cleaning fee equal to 15% of the Costume Rental total is charged on all rentals. Some articles may be subject to a higher cleaning fee
- **TOTAL RENTAL FEE:** Minimum rental total is equal to minimum Costume Rental Fee plus minimum labor fees (see Costume Fee and Fitting Fee, above) plus Cleaning Fee.
- **VALID I.D.:** Required for **ALL** rentals.
- **COSTUME RENTAL:** Costume prices vary, but there is a minimum costume rental fee of \$100.00.
- **PAYMENT:** We gladly accept cash, VISA, MasterCard, American Express and Discover Card for all rentals. We do not accept personal checks.
- **CREDIT CARD ACCOUNTS:** Credit Card Authorization forms and instructions are available on our website at [www.westerncostume.com](http://www.westerncostume.com) under "policies" at the top. This form and copies of your credit card and ID must be received before we can begin work on your order.
- **RENTAL PERIOD:** Either one 7-day rental, or 2-15 weeks. No partial rentals.
- **NOT AVAILABLE FOR PRIVATE RENTALS:** Police, Postal Workers, Religious, KKK, Nazi or Middle Eastern

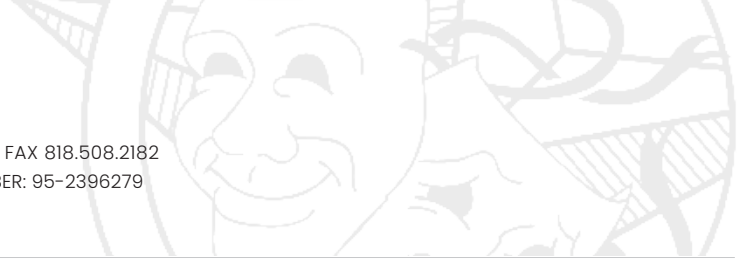
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### A SECURITY DEPOSIT IS REQUIRED for all rentals.

- **A SECURITY DEPOSIT** equal to three times the amount of your rental is required at the time of rental.
- **CREDIT CARDS** are the only acceptable method of payment for security deposits on rentals.
- **SECURITY DEPOSITS:** A security deposit equal to three times the amount of your rental is required at the time of rental for any job not charged to an in-house account.
  - Credit cards are the only acceptable method of payment for deposits on rentals not being charged to an in house account.
  - All credit card accounts will be charged a safety deposit of three times the total rental amount. In addition, if the amount is over \$5,000, there will also be an additional non-refundable 3% bank fee added to the amount charged.
  - The safety deposit will be refunded after all costumes have been returned and the invoice has been paid.
- **ALL RENTAL FEES ARE PAYABLE UPON COSTUME RENTAL.** Rental/deposit payment methods are final. If any changes are made in payment/deposit method, you will be charged a 6% service charge.
- **RETURNS** are accepted in our Shipping/Receiving Department at the far end of our loading dock. Please bring your copy of your rental contract with you in order to facilitate your return and have all costume pieces on the hangers supplied at the time of your rental.

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## **SAFETY FIRST!**

- This is not a self-serve facility; all visitors must be accompanied by a costumer at all times.
- Visitors are not permitted on warehouse ladders.