

The Film-Makers' Cooperative
108 Leonard Street, Clocktower Gallery, 13th floor
New York, NY 10013
212-267-5665
film6000@aol.com

CONDITIONS OF FILM RENTAL

PRINT CARE AND LIABILITY is the sole responsibility of the renter. Your staff and equipment should be of top quality. Projector gate and threading mechanism should be cleaned and adjusted before use. Prints are shipped heads out, ready for projection. After each use, we inspect and compare prints with detailed use-and-condition records. Any projection difficulty or damage to prints while in your care is to be reported to us by note enclosed with prints, or by letter mail. Minimum charges will be made for repairs occasioned by your showing, unless inspection reveals extreme damage requiring replacement of a sequence or complete film. Costs for major repairs/replacements will be set by the filmmaker, whose judgment will be final. You are urged to supervise handling and projection with extreme care, such as you would afford any work of art. Never attempt to splice a print—loss of individual frames may completely destroy the intent of the filmmaker's work.

RENTERS MUST RETURN FILMS ON THE DAY FOLLOWING THE SCREENING DATE – excluding weekends or holidays. Films must be sent back (insured for \$150/pound) by FedEx, United Parcel Service, or other express carrier, so long as the shipment is registered and able to be tracked. Failure to do so will result in the Renter being liable financially for any lost or damaged shipment of films by the carrier.

LATE FEE FOR RETURN OF RENTALS is \$25 per day late.

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ACCEPTANCE OF CONDITIONS OF FILM RENTAL

I have read the Conditions of Film Rental as detailed by the Film-Makers' Cooperative and I hereby agree to accept these terms and to take the required responsibility for the care and timely return of films we rent from the Film-Makers' Cooperative.

Name _____

Institution _____

Date _____

Signature _____

Please submit by fax to **+1-212-267-5666**

No films will be released unless we have a signed copy of this acceptance of responsibility on file.