



**Outdoor Movie Projector & Screen Equipment Rental Agreement**  
 (refer to Projector & Screen Equipment Rental Policy #71)

CONTACT INFORMATION	
<b>*Name of local non-profit Organization:</b>	<b>Primary contact person / Renter:</b>
<b>*Address</b>	
<b>Phone Number(s):</b>	<b>Email:</b>

**Terms & Conditions of Equipment Rental**

1. \$500 damage deposit paid to the Town of Plympton-Wyoming, which will be refunded when equipment is returned in proper working order.
2. Equipment must be returned on due date and in the same condition it was loaned out.
3. Equipment in excess of 30 days overdue will be considered lost. Renter will be billed for replacement cost.
4. A representative of the Organization must be trained on how to set-up, use, and tear-down the equipment.
5. Organizations are required to obtain the appropriate licence to present movies.

*I am an authorized representative of the organization, and have read and agree with the terms & conditions of this equipment rental:*

\_\_\_\_\_ *Renter's Signature*

\_\_\_\_\_ *Date*

STAFF USE ONLY	
<b>Date Borrowed:</b>	<b>Due Date:</b>
<b>Deposit paid:</b>	<b>Date Equipment Returned:</b>
<b>Name of Trained Individual to be on site during the event:</b>	<b>Staff Sign-Off:</b>