



FACT
FORT ATKINSON
COMMUNITY
THEATRE

Costume Rental Agreement

Costumes are available for rental through the Fort Atkinson Community Theatre (FACT). The cost for costume rental as well as a security deposit must be paid before costumes are removed from FACT's costume storage facility. The security deposit will be returned to the borrower if costumes are returned by the agreed-upon date, cleaned and in good condition. Costumes will be returned to FACT's costume storage facility, unless other arrangements are made.

Rental cost: \$10 per costume (full outfit); free for FACT members and Fort Atkinson High School. Maximum rental cost: \$100

Deposit: \$10 per costume

FACT representative: Please fill out this form in duplicate. One copy goes to the borrower; one copy is kept in file.

| | | | |
|------------------|--|-----------------------------|--|
| Borrower's Name: | | | |
| Organization | | | |
| Contact email | | | |
| Contact Phone # | | Date to be returned: | |

| Costume Description (use back for additional costumes) | Rental Cost | Deposit |
|--|-------------|---------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |
| 7. | | |
| 8. | | |
| 9. | | |
| 10. | | |
| Total | | |

By signing this agreement it is understood that the person(s) or organization renting (a) costume(s) from FACT take full responsibility for the costume(s) while in their possession. Any damage will be the responsibility of the person(s) or organization and will be charged the full cost of repair or replacement of any damaged or lost items. Any charges for lost or damaged items will be paid to FACT within one week after notification of replacement or repair cost.

FACT Representative _____ Date _____ Costume Borrower _____

Return date: _____ FACT Representative: _____