

To all Deposit Accounts:

Thank you for selecting us for your current project.

Cinema Vehicle Services has been meeting the entertainment Industry's needs since 1976. As the oldest and largest picture vehicle provider in Hollywood, we can offer a full range of services to help your projects along.



Since we do not have current information to establish a credit account for your company at this time, please read the following company policies regarding how we handle deposit accounts.

1. All accounts must provide a certificate of insurance naming us as **additional insured and loss payee** with hired auto coverage and a minimum of 1 million dollars in limit. No vehicle will be released without this valid certificate.
2. Rental checks and deposit checks need to be delivered to rental department manager prior to rentals.
3. Deposit checks are held as security for overages on rentals and to cover damages. Checks will not be deposited unless rental overages or damages are not settled (*refer to items 4 and 5.*)
4. If damages or rental overages occur we will notify you as soon as possible. You are encouraged to inspect damages if you have any question. We understand that damages may occur that are both planned and purely accidental. We do not have a problem with this, but expect you to be up front about possible damages related to your shoot. We may be able to avoid unexpected expenses or direct you to a less expensive alternative. In the event of damage to a vehicle we expect your payment for damages within 24 hours. If we do not receive payment or are unable to reach your company representative your deposit check will be used as partial or full payment depending on amounts owed. We prefer that you settle your account without the use of your deposit check. Please keep in mind that by adopting these policies we are attempting to lower your cost by taking the vehicle off rent and getting it back in service as soon as possible to lessen our loss of future usage.
5. You may have any damaged vehicle repaired at your expense at a shop approved by us. Be advised if you desire to do so, the vehicle will remain on rent and repair will have to meet with our approval.

We wish you great success with your project and look forward to working with you.

Company: _____

Accepted By: _____

(please sign and return with show information sheet)

Sincerely,

Ray Claridge

Ray Claridge
President / CEO