

## **Terms and Conditions of Equipment Hire**

**Waterford Film Centre, Forum Studios, The Glen, Waterford. Tel .....**

- All persons hiring equipment must be members of Waterford Film Centre.
- A valid passport or driving license as well as proof of address must be on file with Waterford Film Centre.
- Members should book equipment as far in advance as possible and no less than two days in advance, allowing 30 minutes for checking the equipment both when taking it out and when returning it.
- At least 48 hours notice of cancellation must be given.
- The use of all equipment will be subject to the approval of the suitability of the work for which it is intended.
- All shoots must happen in the South east Region (Waterford, Wexford or Kilkenny)
- Users will be required to demonstrate competence with the equipment before being permitted to use it.
- Equipment must be returned before 12 noon on the due date otherwise an additional day's rate will be charged.
- It is the member's responsibility to check through all the items taken out especially kits comprising accessories. They will be held responsible for all items missing or broken.
- Equipment rented over the weekend will be charged a day and a half for Saturday and Sunday.
- Members must report any damage, loss or suspected malfunction.
- No member will attempt repairs, modifications or updates to equipment and they should contact our technicians in the event of repairs being necessary.
- If the equipment is not returned in the condition rented a cleaning charge will apply.
- An equipment sheet must be signed itemising the equipment and accessories.
- Proper transport must be arranged for moving the equipment.
- Waterford Film Centre will not be held responsible for losses incurred by malfunction of equipment, including loss of time, money or any other material or physical damage. We are also not responsible for damaged tape due to mechanical problems. Waterford Film Centre hires all equipment in good faith that it will

function well in its application, but we cannot unconditionally guarantee this nor do we accept any responsibility beyond the repair and replacement (if possible) of any faulty equipment.

- Equipment must not be stored in vehicles or left unattended or at risk of theft.

#### Insurance Cover

Membership includes insurance cover for the equipment, indemnifying the owner and the hirer against physical loss or damage to the equipment during the hiring under conditions available from the owner upon request. Insurance cover refers to the facilities and WFC also covers production insurance.

The above terms will exclude liability of the insurers for the first €500 loss arising from each and every indemnifiable occurrence, for wear and tear and any willful act of neglect and loss. Failure to adhere to the above conditions may result in the full cost of any damage being the hirer's responsibility.