



Equipment Rental Requirements & Agreement

1 Rental Policies & Procedures

1.1 Only active members (the renter) of Western Arctic Moving Pictures (WAMP) in good standing – no overdue membership payments, no past-due invoices, etc. – may rent equipment for their personal or professional use.

1.2 WAMP's equipment is available to members in good standing, provided they show competency and safe use of the equipment. Mistreated or damaged equipment can result in considerable expenses for the organization and suspension of rental privileges.

1.3 To avoid situations of misuse with especially sensitive or expensive gear, members must display proficient and safe use to WAMP's staff before renting the gear.

1.4 If there is not a class or a workshop covering what you are interested in learning, we can set up one-on-one training through WAMP'S Equipment Room staff directly for a fee.

1.5 You are responsible for the condition of the equipment during the length of the shoot and upon its' return to WAMP.

1.6 Renters are responsible for verifying the accuracy of the packing list upon pick-up (all items on the list are prepared, including accessories).

1.7 You are responsible for providing disposables such as batteries, tape, adaptors, etc.

1.8 Equipment returns are due before 1:00 pm, with rental pick-ups between 5:00 pm and 6:00 pm. If rentals need to be picked up earlier or are late for return, this must be organized with our staff as late returns without notice may be subject to additional charges. As the team is only available during our office hours, we do not accept rental returns/ pick-ups outside of these hours.

1.9 For all discounted and in-kind equipment supplied to the renter from WAMP, credit in the final production is mandatory.

1.10 A deposit equaling to 1/2 of the total rental invoice must be paid upon equipment rental pick-up.

1.11 The remaining balance of the rental invoice must be paid within 30 days of returning equipment.



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1.12 Equipment is to be returned in as good or better shape than sent out. Lenses should be clean, cables clean and neatly coiled, etc.

2 Rental Insurance

2.1 WAMP does not offer insurance for equipment in third-party care.

2.2 If the renter has insurance, WAMP requires a Certificate of Insurance (COI) as proof of insurance policy before the rental period starts.

2.3 If the renter has insurance, insurance becomes void if equipment is used in a moving vehicle (land, water, air) or from a height of 15m or greater.

2.4 If the renter does not have insurance, the renter is responsible for paying the cost to repair all damaged equipment that is returned after the rental period ends.

2.5 If the renter does not have insurance, the renter is responsible for paying the market cost to replace all missing or destroyed equipment that cannot be repaired.

2.6 If the renter does not have insurance, a payment plan with WAMP can be set up to cover the cost of missing or damaged items.

3 Rental Responsibilities

3.1 The renter is responsible for the care and safekeeping of all equipment.

3.2 The renter is responsible for the cost of repair or replacement of any damaged equipment.

3.3 The renter is responsible for insuring equipment and providing a COI before the rental period starts.

3.4 Half of the rental payment is due at the start of the rental period, and the second half is due when the rental period ends.

3.5 The renter is responsible for returning equipment on the dates specified in the rental contract. Late returns will be charged at WAMP's discretion.