

# Orchestra Rentals LLC - Rental Agreement

Orchestra Rentals LLC / Mario Singh

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Sheet Music Rentals: Terms & Conditions  
(Please scan & email signed PDF copy back to us)

## Do not photocopy anything without asking permission first?

All rental materials are protected with hidden watermarks that are exposed when photocopied. Please contact us via email for permission before you photocopy anything from our rental catalog or there will be penalties assessed for copyrights infringement. Please do not photocopy any of our scores.

## How long can we have rental sets?

All rental materials needs to be returned to Orchestra Rentals within 2-3 weeks after your final concert or late fees and/or replacement charges will be assessed on each individual item not returned. \$500 per title suggested insurance on all returns, and FEDEX or UPS only please.

## When are payments due?

All payments must be made in full preferably by check within 30 days to avoid our 10% late fee. There will be no exceptions or leniency to this rule so please pay your invoices promptly. Customers are now required to prepay by credit card or PayPal if you have not placed an order with us in over 3 months.

## When will our order arrive (Date Materials Required)?

Orders are scheduled to arrive by the date you specify on the "Music Delivery Date" section of our order form. Rental orders that do not specify a delivery date will arrive at least 30 days before your concert. We recommend that you do not schedule rehearsals on the date you expect to receive your materials.

## Our rental set is missing a part?

Please contact us via email within 1 to 2 weeks of receiving your order to report any missing parts, and we will email pdf's to you within 24 to 48 hours.

## What if we want to extend our rental?

Extended rentals are allowed only if we are notified in writing within 1-2 weeks after your final performance. You must notify us in writing via email to arrange any extended rental.

## What if we want to record our concert?

We allow one archival recording to be made free of charge. If you are recording these materials for commercial or other use, you must contact the rental department directly for recording permission.

*By signing this agreement, you and all parties involved in this and all future rentals will be agreeing to our website rental policies as well as these terms & conditions indefinitely.*

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Name (Print)

Date

Signature

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Orchestra/Organization Name

*"Orchestra Rentals reserve the rights to modify this rental agreement as needed at any time."*