



CENTURY AUDIO VISUAL LTD

INTEGRATED AV TECHNOLOGY

1773 Mattawa Ave.
Mississauga, Ontario L4X 1K5

SALES • INSTALLATION • RENTALS • STAGING

Ph: (905) 275-6010 Fx: (905) 275-6004

E-Mail: century@centuryav.com

www.centuryav.com

GENERAL TERMS & CONDITIONS

WAGES AND OVERTIME: PERSONNEL WAGES ARE BASED ON NORMAL WORKING HOURS MONDAY THROUGH FRIDAY 8:30 A.M. TO 5:00 P.M. SHOULD THE HOURS WORKED BE OUTSIDE OF THIS PERIOD LABOUR WILL BE CHARGED AT THE APPLICABLE OVERTIME HOURLY RATES.

PICKUP & RETURN: RENTAL EQUIPMENT MUST BE RETURNED BY 10:00 A.M. TO AVOID AN EXTRA FULL DAY CHARGE UNLESS OTHERWISE STATED IN WRITING. WHEN DELIVERY OR PICKUP IS UNDERTAKEN BY CENTURY AUDIO VISUAL, SUCH DELIVERY OR PICKUP IS AT THE CUSTOMER'S EXPENSE.

TRANSPORTATION: TRANSPORTATION COSTS OF THE EQUIPMENT AND/OR PERSONNEL BY COMMON CARRIER WILL BE CHARGED AT REGULAR RATES. THE AMOUNT SHOWN ON ESTIMATES IS AN APPROXIMATE VALUE, AND WILL BE ADJUSTED AT THE TIME OF INVOICING, ie. OVERTIME TRANSPORTATION.

RENTAL PERIOD: MINIMUM RENTAL PERIOD IS ONE DAY. TIME OF THE CUSTOMERS EQUIPMENT RENTAL STARTS ON THE DAY CONTRACTED, AND WILL STOP ON THE DAY WHEN THE EQUIPMENT IS RETURNED TO CENTURY AUDIO VISUAL BEFORE 10AM. EXTENSION OF RENTAL; TO AVOID INCONVENIENCE TO OTHER CUSTOMERS, ANY EXTENSION OF THE RENTAL PERIOD MUST BE ARRANGED PRIOR TO TERMINATION OF THE ORIGINAL RENTAL PERIOD AS PER THE CONTRACT.

SOUND SYSTEMS/ PATCHING/ TABLES/ CHAIRS/ RISERS/ SOCAN FEES/ ELECTRICAL SERVICES: ANY CHARGES LEVIED BY THE FACILITY FOR THE USE OF THE BUILT-IN SOUND SYSTEM OR FOR CONNECTION TO THE BUILT-IN SOUND SYSTEM VIDEO PATCHING/ TABLES, CHAIRS AND/OR ELECTRICITY OR ELECTRICAL CONNECTION CHARGES AND RISERS WILL BE THE RESPONSIBILITY OF THE CUSTOMER AND WILL BE INVOICED DIRECTLY TO THE CUSTOMER BY THE FACILITY.

CUSTOMER AUTHORIZATION: THE CUSTOMER HEREWITH REQUESTS AND AUTHORIZES CENTURY AUDIO VISUAL TO MAKE ALL ARRANGEMENTS WITH THE FACILITY FOR UNION LABOUR, ELECTRICAL SERVICES, SOUND SYSTEMS, PATCHING, AND TABLES, CHAIRS, AND/OR RISERS, AS THEY RELATE TO THE SERVICES BEING SUPPLIED UNDER THIS CONTRACT. FURTHERMORE, THE CUSTOMER HEREWITH PROVIDES EXPRESS INSTRUCTION THAT THE FACILITY IS TO BE ADVISED TO INVOICE THE CUSTOMER DIRECTLY FOR ALL SUCH CHARGES.

RESERVATION OF EQUIPMENT AND PERSONNEL: PRICING IS SUBJECT TO CHANGE BASED UPON AVAILABILITY OF EQUIPMENT AND PERSONNEL AT THE TIME OF CONFIRMATION.

INVOICING: INVOICES ARE PAYABLE UPON RECEIPT UNLESS OTHERWISE STATED, AND INTEREST ON ALL UNPAID SUMS THEREAFTER SHALL ACCRUE AT 2 % PER MONTH. IF YOU ARE EXEMPT FROM THE GOODS AND SERVICES TAX AND/OR PROVINCIAL SALES TAX, PLEASE PROVIDE YOUR TAX EXEMPTION NUMBERS OR EXEMPTION CERTIFICATES.

PROVINCIAL SALES TAX: PROVINCIAL SALES TAX IS APPLICABLE IN ACCORDANCE WITH THE LEGISLATION OF THE PROVINCE WHERE THE MEETING IS HELD.

IF EXEMPT, PLEASE GIVE NUMBER: _____

CANCELLATION & ON-SITE CANCELLATION POLICY: YOUR SIGNATURE ON A CENTURY AUDIO VISUAL ESTIMATE/ORDER IS A BINDING CONTRACT FOR BOTH PARTIES. RESERVATIONS ARE MADE ON A "FIRST-COME, FIRST-SERVE" BASIS. CENTURY AUDIO VISUAL REQUIRES ONE-WEEK NOTIFICATION FOR ANY RENTAL CANCELLATION. SHOULD WE BE ADVISED IN LESS THAN ONE WEEK, THE FOLLOWING FEES WILL APPLY IN THE EVENT OF CANCELLATION OF THIS CONTRACT, THE CUSTOMER SHALL PAY CENTURY AUDIO VISUAL THE BELOW AMOUNT OF THE TOTAL CONTRACT PRICE: (*MAY BE SUBJECT TO CONFIRMED CONTRACT RESCHEDULING)

1 WEEK TO 24 HOURS NOTICE: *50% OF TOTAL RENTAL TIME BOOKED
LESS THAN 24 HOURS: *100% OF TOTAL RENTAL TIME BOOKED

INSURANCE: INSURANCE FOR THE FULL REPLACEMENT VALUE OF THE EQUIPMENT RENTED IS THE RESPONSIBILITY OF THE CUSTOMER. THE CUSTOMER IS HEREBY ADVISED OF HIS/HER RESPONSIBILITY TO SAFEGUARD THE EQUIPMENT AT ALL TIMES AND TO ENSURE THE SECURITY OF THE MEETING ROOM WHEN NOT OCCUPIED.

GUARANTEES & RESPONSIBILITY LIMITATION: CENTURY AUDIO VISUAL GUARANTEES THE PERFORMANCE OF EQUIPMENT AND CONTINUITY OF OPERATION UNDER NORMAL CIRCUMSTANCES. WE ASSUME NO RESPONSIBILITY FOR CIRCUMSTANCES BEYOND OUR CONTROL SUCH AS POWER INCONSISTANCIES & FAILURE POSSIBLY CAUSING HUM, BUZZ, OR OTHER INTERFERENCE; MALFUNCTIONING OF SYSTEMS SUPPLIED BY OTHERS, AND WIRELESS INTERFERENCE BY ANY EXTERNAL WIRELESS DEVICE SUPPLIED OR USED BY OTHERS. IN ALL CASES, CENTURY AUDIO VISUAL'S LIABILITY IS LIMITED TO THE AMOUNT OF THE CENTURY AUDIO VISUAL CONTRACT. IN NO EVENT SHALL CENTURY AUDIO VISUAL BE LIABLE FOR SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.

REPAIR POLICY: EQUIPMENT REPAIRS UP TO \$250.00 WILL BE PERFORMED WITHOUT AN ESTIMATE. AN ESTIMATE WILL BE PROVIDED ON REPAIRS THAT MAY EXCEED \$250.00. AN ESTIMATE THAT IS REFUSED WILL BE CHARGED THE COST TO DETERMINE THE ESTIMATE.

1011

I AGREE TO THE SUPPLEMENTARY CONDITIONS AS STATED ABOVE.

REFERENCE #: _____

CUSTOMER #: _____

COMPANY NAME: _____

CONTACT NAME: _____

DATE: _____

SIGNATURE: _____