



OFF-SET RENTALS (2007) LTD.

#307 - 3815 East 1st Avenue
BURNABY, BC V5C 3V6

PHONE: 604 215-2200

FAX: 604 215-1299

PRODUCTION INFORMATION

GST NUMBER: 85159-2782

EMAIL: info@offsetrentals.com

Prod. Company: _____ P.O. #: _____

Product / Show: _____ Job # / Episode # : _____

Phone: _____ Phone 2: _____ Fax: _____

Billing Address: _____

City: _____ Province / State: _____ Postal/Zip: _____

LOCAL INFORMATION

Contact: _____ Phone / Cell / Etc.: _____

Alternate Contact: _____ Phone / Cell / Etc.: _____

Local Phone: _____ Ext. / Room: _____ Fax: _____

Local Office: _____ Wrap Fax: _____

DATE OUT: _____ DATE IN: _____ Payment Method: Cash: Chq:

Shoot Dates: _____ Weather Day?: _____ Payment: On Pickup: On Return: Invoice:

Customer Pickup: Customer Return: Hardcopy Invoice: Faxed: Mailed: With Driver:

Off Set Delivery: Off Set Pickup: Emailed to: _____

Delivery Address / Instructions:

RENTAL POLICIES AND INFORMATION

Warehouse hours: **Mon - Fri 8am - 6pm, Saturdays are by Appointment between 8 am - 4:30 pm** at no charge, **Sundays & Statutory Holidays - Closed.** Delivery & Pick Up is available within the Greater Vancouver Area.

Pick Ups & Returns- **P/U before 1:00PM rent starts that day, P/U after 1:00PM rent starts the following day, returns by 11:00AM no charge for that day, Returns after 11:00 AM a rental day charge will apply.**

Reservations are recommended to guarantee the items you require, substitutions may be necessary due to unforeseen breakage, late returns or equipment repair. **A cancellation fee may be applied to orders cancelled with less than 24hrs. notice.** Expendables purchased may be returned if unused and in as new condition (restocking fee may apply). Full replacement cost of equipment will be charged for broken and missing items as well as the Rental Fee. **Please count & check your orders at time of pick up or delivery, should an item be missing, please notify us as soon as possible.** We accept cash, debit, cheque, or credit card terms for account customers are as follows; Rentals: Net 15 days, Sales: Net 15 days, Lost & Damage: Net 15 days, (1-1/2% interest charged on overdue accts.) A deposit may be required for new accounts, and long term rentals. Prices subject to change without notice.