

RENTAL POLICIES 2010



All rentals require a credit card for rental reservations and security purposes. The cardholder must be present, with a valid ID at the time of the rental pick up. Debit and check cards only accepted with a pre-authorization for the value of the rental.

Rentals may be picked up after 3:00pm on the reserved day.

All rentals must be returned on the agreed upon return date before 3:00 pm, unless other arrangements are agreed upon. Any rentals returned after 3:00pm will be charged a late fee.

Rentals returned late will be charged the regular daily rate for each day that the rental is delinquent. If equipment is not returned within 5 business days of agreed upon return date, the renter will be charged the list price of delinquent equipment.

Cancellations must be received at least 24 hours before reservation pick up time. In cases of large rental reservations (\$500.00 or more), a 50% non-refundable deposit is required two weeks in advance of the scheduled pick up date to secure equipment and services.

***ANY LATE CANCELLATIONS OR 'NO SHOWS' WILL BE CHARGED 100% OF THE RENTAL TOTAL. NO EXCEPTIONS!**

Equipment reservations will be held until the end of the business day. Any rental reservations that have not been picked up by that time will be canceled and the corresponding fees applied. The store closes promptly at 5:00 PM Monday - Friday.

Be sure the rental has all included accessories (microphone clips, cables, belt clips, etc.) when you return it. All cords and cables must be properly wrapped and secured upon return. You will be charged a fee for unwrapped cables and missing accessories. A list of accessory charges is available upon request.

Rentals are charged by the day, Monday through Friday. Weekend rentals from Saturday to Monday count as one day.

Manuals are provided with most rentals upon request. There is a \$15.00 fee for unreturned manuals. If you are unfamiliar with the equipment, please allow time for proper training upon pick-up.

***ICB DOES NOT GIVE REFUNDS FOR USER NEGLIGENCE!**

We offer early pick ups for an additional 25% of the rental total. These reservations can be picked up after 3:00pm on the day prior to the rental reservation.

HOURS: Monday - Friday 12:00 pm - 5:00 pm