

ADVANCED PRODUCTIONS

SOUND • LIGHTING • VIDEO PROJECTION • STAGING • RENTALS

Confirming a rental with Advanced Productions requires the following two-step process to occur.

STEP 1 Contact office with specific rental needs or you may email Julya Ogilvie at jogilvie@4advancedproductions.com with specific requests. After rental equipment requirements are in place and a quote has been received and approved by customer.

STEP 2 The customer is required to fill out a Rental Security Deposit Form to confirm order. On this form the customer provides a credit card that is kept on file by Advanced Productions. This form authorizes Advanced Productions to charge this card for equipment shortages or damages upon return. The customer is contacted before any charges are made to the card. The customer may choose to use this card for the initial rental cost of the equipment or they may use another form of payment such as cash or check. After the completion of this form the customer may fax it back to Advanced Productions or email it to: Credit@4advancedproductions.com.

...THANKS FOR YOUR BUSINESS...

