

Johnny Kontogiannis, Production Manager
820 Commonwealth Ave., Room 470
Boston MA, 02215
617.353.4360

Rental Invoice

[date]

Invoice For:

[name]

[email]

[company name]

[address 1]

[address 2]

Payable To:

Boston University

Cash or Check

Invoice #:

[#]

Dates of Rental:

[date] – [date]

Description	Qty	Unit Replacement Cost	Total Replacement Cost	Per Unit Rental Cost	Total Rental Cost
[Unit]	[#]	[\$]	[\$]	[\$]	[\$]

Notes:

- Unit Replacement Cost denotes cost to replace equipment if not returned.
- Total Cost to Replace All Items: [\$]
- Total Rental Cost: [\$]

Rental Agreement

1. The Lessee is responsible for rent for the rental property or equipment (hereafter called "the property") from the time the property is taken until its return. If the property is lost, stolen or damaged while rented under this Agreement, the Lessee and representative or principal, shall be responsible for new replacement cost together with the ordinary rental fees due until payment.
2. Lessee agrees to pay the charges for this rental in advance, when requested, or immediately upon return of the property or on receiving billing for same. Should Lessee desire to extend the term of this rental Agreement, they will immediately notify Lessor to obtain Lessor's approval and the terms for such extension.
3. Lessee agrees that the property will be used solely by them, only at the address designated and solely for the purpose for which the property was manufactured and intended unless Lessor consents to other use. Sub-Leasing or Sub-Letting is Prohibited.
4. Lessee agrees to return on termination of this lease, the rented property to Lessor in the same condition in which it was received, ordinary wear and tear excepted. Lessee agrees to return the property in a clean condition and to pay any cleaning charges if the property is returned unclean. Lessee agrees to pay for any damages, from any cause, resulting to the property while rented under this Agreement. In the event of total equipment loss for any reason, the Lessee agrees to pay the full replacement value for each piece of equipment. Lessee agrees to pay attorney's fees, collection charges and other expense incurred in collecting any charges under this Agreement, in re-taking the said rental property under this Agreement or in otherwise enforcing the terms of this Agreement.
5. To enforce Lessor's ownership of the property and to protect Lessor's rights under this contract, Lessee agrees that Lessor may re-take the property at any time and for such purpose, Lessor or its representatives may enter upon the premises of Lessee who hereby waives any right of action against Lessor for such retaking or entry.
6. It is understood and agreed that the rented equipment remains the property of the Lessor.
7. Lessee acknowledges that prior to taking the property, they have examined the property and that it was then in good operating condition and that the Lessee has represented to the Lessor that they are familiar with the proper and safe manner of using the said property or equipment. The Lessee assumes all risks inherent in the operation and use of the property or equipment and releases the Lessor from any claim for bodily injury (including death) resulting therefrom or damage to Lessee's property resulting from or arising in connection with the Lessee's use or possession of the property. Lessee further agrees to indemnify and hold the Lessor harmless from any and all claims for damage to property or bodily injury (including death) resulting from the operation of or possession of such property or equipment, whether or not it be held or claimed that such damage or injury resulted in whole or in part, from Lessor's negligence, from the defective condition of such property or otherwise. Lessee agrees that no warranties, express or implied, have been made in connection with this rental and that they are receiving the property "as is."
8. Any additional documents attached to this Agreement by Boston University shall become part of this contract and subject to all its terms and conditions. This contract represents the entire Agreement between the parties hereto and there is no collateral, oral or other agreements or understandings.

I have read, understand & accept the terms and conditions of rental and agree to return the rental property on time and in the same condition as it was received and to pay for all equipment damaged, lost, or stolen.

Signature: _____

Date: _____

Printed: