



612 A East 6th St  
Austin, TX 78701

512.861.7009  
americangenefilm.com

## **CONTRACT**

As the appointed legal representative of my organization, I hereby certify that the following film print will be borrowed from the American Genre Film Archive (AGFA) under the following conditions:

1. AGFA has no obligation to the borrower until the contract is signed and rental fee paid in full.
2. Film will be shipped both from and to AGFA via FedEx 3-day Express Saver with insurance coverage valued at \$3000 per film; all shipping and insurance costs will be the responsibility of the borrower.
3. Film will be returned to AGFA in the exact shipping container in which it was sent. Film must be returned heads-out on the reels on which they were received. Reel ends must be securely fastened with at least 12" of strong new tape.
4. Film will be returned to AGFA no later than five business days following the screening date.
5. Film will be returned to AGFA in the condition in which it arrived; The borrower is responsible for inspecting prints after delivery and notifying AGFA of any damage discovered before projection. Otherwise, condition will be based on the observations of AGFA personnel upon its departure from AGFA facilities and borrower will be billed for any damages discovered upon examination upon return to AGFA at stated insured value.
6. Film will be screened reel-to-reel on a two projector (changeover) system, not on a platter system or built up onto larger reels unless specific permission is granted by AGFA.
7. NO SCREENING RIGHTS ARE GIVEN OR IMPLIED WITH THIS TRANSACTION. This arrangement covers the physical materials only. Any and all liabilities for screening rights are the responsibility of the borrower. The print will NEVER be given up to any entity other than AGFA under any circumstances or legal intimidation.
8. There is no agreement without a signed contract.
9. Unless otherwise noted, AGFA should be credited in all printed/web-based promotional material. We suggest the following phrasing for all print and web publicity: "Print provided courtesy of the American Genre Film Archive (americangenefilm.com)."
10. The undersigned is AGFA's primary contact at the borrowing organization.

*Continued on following page*



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Signed: \_\_\_\_\_ Signed: \_\_\_\_\_

Printed: \_\_\_\_\_ Printed: \_\_\_\_\_

For: \_\_\_\_\_ For: American Genre Film Archive

Date: \_\_\_\_\_ Date: \_\_\_\_\_

Projectionist signature: \_\_\_\_\_

Film title: \_\_\_\_\_

Screening purpose/occasion: \_\_\_\_\_

Screening date(s)/time(s): \_\_\_\_\_

Screening location: \_\_\_\_\_

To leave AGFA on date: \_\_\_\_\_

To return to AGFA on date: \_\_\_\_\_

Insured value: \$3,000

Rental fee, to be paid with contract submission: \_\_\_\_\_

**Fee will be paid via PayPal or check.**

Borrower Fed Ex Account number: \_\_\_\_\_

Borrower shipping address: \_\_\_\_\_

Address 2: \_\_\_\_\_

City, State: \_\_\_\_\_ Zip/Postal code: \_\_\_\_\_

Country: \_\_\_\_\_ Contact phone: \_\_\_\_\_

Contact email: \_\_\_\_\_

Invoice email: \_\_\_\_\_