Please fill out completely and email to: <a href="mailto:info@provenancerentals.com">info@provenancerentals.com</a>.



## **Billing Company**

## PRODUCTION (BILLING) COMPANIES:

We need to set you up in our database. Please complete the following:
Date your order will ship/or will call:
Please print:
Company name:
Project name:
Accounting phone:
Accounting fax:
Billing Address:
Accounts payable contact:
Accounts payable email:

If you wish to open a Net 30 account, please request a credit application.

Approval normally takes 10 days. In the meantime, your account will be COD.

- If you wish to reduce the amount of your deposit, please send a certificate of insurance (COI) via email info@provenancerentals.com. List Provenance Rentals, Inc. as the "Certificate Holder" and contain the following wording under the "Description of Operations/Special Provisions" section: Certificate holder is named as Additional Insured as respects General Liability and Automobile Liability including form #CA9947 and Loss Payee as respects Props, Sets, and Wardrobes, and Loss of Use, rental/leased to the named insured.
- If you plan to use a credit card, please request a credit card authorization form.
- If you plan to pay your rental and/or deposit by check, please note that checks are preferred electronically and will be deposited to our account.