



NEW ACCOUNT APPLICATION

Instructions Page

Date: / /
To: New Accounts
Fax Number: (818) 551-1580
From:

E-mail: info@hollywoodstudiorentals.com
Company: HSR
Pages:
Fax:

Thank you for your interest in establishing an account with Hollywood Studio Rentals LLC (HSR). Below outlines the application and insurance requirements. If you have any questions please call our credit department at (818) 526-0101 or contact us at 1806 Victory Blvd. Glendale, CA. 91201.

New Account Application Requirements:

The New Account Application, Resale Certificate Form and the HSR Rental Agreement must be completely filled out and signed by an officer of the company. Credit and Bank References and if applicable, your state provided Exemption Certificate may be attached on a separate sheet. If you would like to keep a credit card on file, complete the Credit Card Authorization Form. **Please note, the credit card holder must also sign the Rental Agreement. The credit approval process may take 2-5 days.**

Insurance Requirements:

- Customer needs to be listed as Insured. Account must be opened under the same company name as shown on the Insurance Certificate. HSR will not accept Third Party insurance.
- **Hollywood Studio Rentals** must be listed as the **Certificate Holder**.
- Insurance coverage must be for **Full Replacement Value** of the rental equipment.
- **Hollywood Studio Rentals** must always be listed as **Additional Insured** regarding liability coverage as **Loss Payee** regarding property coverage.
- Insurance Certificate should list **Type of Insurance** as **Misc. Audio/Video Equipment Rented/Leased**.
- If equipment is going outside the United States, you will need Worldwide Coverage.
- Policy Number, effective date and date of expiration are needed on the insurance form.
- See Rental Agreement for complete insurance requirements.
- HSR payment terms are either COD or Net 30.

Once completed, please fax your Application Package directly to the HSR Credit Department at (818) 526-0102, by e-mail to info@hollywoodstudiorentals.com or mail to 1806 Victory Blvd. Glendale, CA. 91201.
Forms include:

- Signed New Account Application
- Signed Rental Agreement
- Certificate of Insurance (OK to submit separately)
- Resale Certificate Form or state provided Tax Exemption Certificate
- Signed Credit Card Authorization Form