



School of Film and Television

LMU|LA GRIP & ELECTRIC RENTAL CONTRACT

PRODUCTION INFORMATION

UPDATED FALL 2023

Director		D.P.	
Dir. LMU ID #		D.P. Contact	
Dir. Phone #		Gaffer	
Dir. Email		Gaff. Contact	
Title		Pick-Up Date	
Course		Return Date	

Questions about your order? Contact: Aaron Dowell - aaron.dowell@lmu.edu | (310) 338-5178

Are you shooting at the Playa Vista Campus? Yes -or- No? _____

Are you shooting at the Westchester Campus? Yes -or- No? _____

Are you shooting in Xavier or HFP? Yes -or- No? _____

Do you need a cage/locker? Yes -or- No? _____

Are you getting a Generator? Yes -or- No? _____ What size? _____

If yes, you MUST have a GFCI, and you must meet with Aaron to confirm the size of GFCI you will need for your generator on or before the day of pick-up from L&G.

What, if any addition lighting and grip equipment are you renting outside of LMU?

What kind of vehicle are you loading out in? Truck with a lift gate | Truck without a lift gate | Pick-Up Truck | Cargo Van | Mini Van | SUV | Jeep | Four Door Car/Sedan

Please Specify your SUV, Jeep, or Car: _____

POLICY

Should I lose, damage, or destroy any piece of equipment or fail to comply with L&G, I agree to pay all fines that L&G deems applicable. Such fines will be determined by the Production Facilities Supervisor and HOPP.

I understand that all equipment must be brought back to L&G by 12 PM or the time of your scheduled return Monday. If brought back past that time, there will be a fine of \$25. This charge changes to \$150 at closing. I understand that I must return the order neat or will be given a sloppy fine that will be assessed by the L&G staff according to the size of my order.

I understand that once signed for, the rental is under my responsibility, and becomes property of my production from the time of pick-up to the time of return. The person listed at Director will be fined even if the D.P., Gaffer, Key Grip, or another crew member signs off on the rental and a fine is assessed.

SIGNATURE _____ DATE _____

Lighting & Grip Use Only	
SUBMISSION DATE:	
SUBMISSION TIME:	
STAFF INITIALS:	