

How To Order Your Costumes

A complete rental order includes the following three documents:

1 Rental Contract

- Fill in shipping & billing information
- Read and initial **ALL 16** sections
- Sign as lessee

2 Costume Plot

- Circle your desired costumes
- Write actor's name next to character's name
- If multiple actors need a specific costume, write the total under "Quantity"
- Write special requests under "Notes"

3 Measurement Form

- Read "How to Take Measurements" instructions on the back of the form
- Use the enclosed tape measurer

How to Submit Online:

Your WebID & Password are included below or in the e-mail that accompanied your plot.

GO TO: <http://96.236.16.211:8085/>
(Internet Explorer not supported. Download Firefox free at www.mozilla.com)

WEB ID: _____

PASSWORD: _____

How to Submit in Hardcopy:

Please use blue or black ink **ONLY** when filling out forms.

FAX TO: 518-374-0087

MAIL TO: 1020 Barrett Street
Schenectady, NY 12305

How To Save On Your Order

DISCOUNTS

For EVERY order we receive at least 6 weeks prior to the opening performance, we'll take a PERCENTAGE DEDUCTION from the total!*

\$750 - 2499.99 — 5% OFF

\$2500 - 4499.99 — 10% OFF

\$4500 & up — 15% OFF

*\$750 order minimum, applies to the first week only

The Costumer uses UPS ground, so consider the following shipping times when ordering:

To northeast US: 2 Days To southeast US: 3 Days
To midwest US: 4-5 Days To west coast US: 6 Days

REBATES

Every year, The Costumer gives you a rebate worth **5%** of your largest order from the previous school year!

So, to take full advantage of The Costumer's great savings, submit your order early and remember to use your rebate and...

...we'll just keep saving you money!

RENTAL COSTS ARE THE FULL QUOTED PRICE FOR THE 1ST WEEK, 50% EACH FOR THE 2ND AND 3RD WEEKS AND 25% FOR EACH SUBSEQUENT WEEK.