



## Audio & Video Rental Application

To obtain Invoice, please print out, fill out and sign *one* Rental Application for *each* work requested in *each* venue. Example: to request one work to be screened in two traveling venues, fill out two Applications containing the same title information in lines 1-3 and 5, and different dates and venue information in lines 4 and 6-14. Traveling exhibitions must pay all fees for all venues in advance of shipment of the work to the first venue. E-mail a PDF scan of the completed Application(s) back to the APRA Foundation Berlin at [registrar@adrianpiper.com](mailto:registrar@adrianpiper.com).

1. TITLE OF WORK REQUESTED:	
2. MEDIUM OF WORK REQUESTED:	
3. SCREENING PURPOSE [NAME OF EXHIBITION IF APPLICABLE]:	
4. SCREENING DATES REQUESTED:	
5. SCREENING INSTALLATION [E.G. PROJECTION / VIDEO MONITOR, DEDICATED SPACE / SHARED SPACE, ETC.]:	
6. RENTING VENUE NAME:	
7. VENUE STREET ADDRESS:	
8. CITY, STATE, POSTAL CODE:	
9. COUNTRY:	
10. RENTING VENUE CONTACT REPRESENTATIVE: [normally the person filling out this application]	
11. RENTING VENUE TELEPHONE NR.:	
12. RENTING VENUE FAX NR.:	
13. RENTING VENUE E-MAIL ADDRESS:	
14. RENTING VENUE VAT NR.: (EU Enterprises only):	

### TERMS

**(1) Individual Video Works or Installation Components:** Available in DVD format only. Rental fee not including VAT: 500.00/screening or exhibition venue + €250.00 refundable deposit (see (3), below) payable in advance to the APRA Foundation Berlin. Work shipped upon receipt of fee. Shipping charges deducted from deposit. Deposit balance refunded upon return receipt of work.

**(2) Individual Audio Works or Installation Components:** Available in CD format only. Rental fee not including VAT: 300.00/screening or exhibition venue + €250.00 refundable deposit (see (3), below) payable in advance to the APRA Foundation Berlin. Work shipped upon receipt of fee. Shipping charges deducted from deposit. Deposit balance refunded upon return receipt of work.

**(3) Refundable Deposit:** Due to Fed Ex's increased shipping charges, effective January 2013, and the possibility of unexpected customs duties, APRA now charges a refundable deposit flat fee of €250.00 for all disks rentals, both DVD and CD formats. Please note that APRA does not ship with DHL or UPS.

**(4) Foreign Language Subtitled DVD Dubs:** Each venue-created dub adds an additional €100.00 to the refundable deposit flat fee. The venue attests in a formal letter to APRA that it intends to create \_\_\_\_\_ [fill in number] dubs in \_\_\_\_\_ [fill in language] for the Screening Purpose described in Field 3. above, and that all of these will be returned to APRA along with the original disk.

**(5) Rental Restrictions and Prohibitions:** Renting venue is prohibited from making further duplicates of this work; from using it for any purpose beyond purpose specified in writing above, including broadcast or streaming; and from retaining work for more than two weeks after the formal end date of the exhibition as specified in writing above.

**(6) Liability Notice:** Experienced screening venues are of course aware that international bank transfers can take over a week; that any international express shipment can be detained in customs indefinitely; and that incompatibilities may exist between certain DVDs and certain equipment. So as to avoid unforeseen and uncontrollable delays caused by banking, shipping, or equipment problems, the APRA Foundation Berlin strongly recommends the following measures: (a) Renting Venue should arrange to *have funds received by the APRA Foundation Berlin as soon as possible and in any case no later than one month in advance of exhibition date.* (b) If Renting Venue does not receive, *within 72 hours*, notification from the APRA Foundation Berlin of funds received, Renting Venue should *immediately* instruct its bank to trace these funds. (c) Renting Venue should schedule receipt of DVDs early enough to test (or if necessary replace) equipment. The APRA Foundation Berlin is not liable for any delays resulting from failure to follow these recommendations.

**(7) Contractual Agreement:** Renting venue agrees to each and all of these terms through the following signature of the Renting Venue Contact Representative named above:

\_\_\_\_\_  
[Signature of Renting Venue Contact Representative]

\_\_\_\_\_  
Date

<p>adrianpiper.com contact@adrianpiper.com Tel / Fax +49 (0) 30 4403-9244 Postfach 2 88 52 10131 Berlin Germany</p>	<p>Founder &amp; Trustee: Adrian M. S. Piper</p> <hr/> <p><i>All proceeds from the production, sale, rental, exhibition, publication or archival examination of work by Adrian Piper support the APRA Foundation Berlin (APRA), a research archive and website at <a href="http://adrianpiper.com">adrianpiper.com</a> established for the benefit of those students, scholars, curators, collectors, writers, and members of the general public who have a constructive curiosity or scholarly or professional interest in Piper's work in art or philosophy. APRA aims to advance multidisciplinary creative inquiry in the arts and sciences by funding research that exemplifies, models, analyzes and/or theorizes the multidisciplinary expressions of the self encouraged by globalization and cross-cultural journeying.</i></p>	<p>VAT Nr.: DE 340 099 898 Steuer Nr.: 27/643/03707 APRA Foundation Berlin Weberbank Actiengesellschaft IBAN: DE95 1012 0100 1004 0787 76 BIC: WELA DE 33 WBB SWIFT: HELA DE 33</p>
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