



## SIM VIDEO FORMS PACKAGE

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*Dear Client,*

*We have designed the following forms package to conveniently provide you with all of the documentation required to establish an account with Sim Video.*

*Our Forms Package Includes:*

- 1. Blanket Equipment Lease & Service Agreement*
- 2. Account Application Form*
- 3. Insurance Requirements*
- 4. Credit Card Authorization Form*
- 5. PST Exemption Forms (if applicable) - Ontario or British Columbia*

*Please note that it generally it takes 2-3 days to set up your account. All “first time” rentals and new accounts are considered C.O.D. If you would like your application to be considered for “Net 30 Day” credit terms, please indicate that in the final section of the account application by checking the appropriate box under “Credit Terms Requested.”*

*Sim Video has detailed our credit terms within our Equipment Lease & Service Agreement and we are pleased to extend Net 30 day terms to qualified applicants. Initially, your account will be processed and activated with C.O.D. privileges allowing you instant access to our complete line of products and services as well as 24/7 expert technical support at any of our Canadian Sim Video locations. Upon further processing of your credit application and verification of the references you have provided, you will be notified in writing of our decision to extend credit.*

*To get started, please complete, sign and fax back all applicable contracts and forms including a valid Certificate of Insurance and any applicable tax exemption forms to your Canadian office of choice.*

*We look forward to working with you on your next project!*

*Sincerely,*

*Rob Sim, President*

*Sim Video International, Inc.*

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TORONTO  
T. 416-979-9958  
F. 416-979-7770

VANCOUVER  
T. 604-298-5258  
F. 604-298-4336

HALIFAX  
T. 902-422-6090  
F. 902-423-1523



# SIM VIDEO

## BLANKET EQUIPMENT LEASE & SERVICES AGREEMENT

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### 1. Leased Property

1.1 The person or corporation named as “Lessee” on this Contract (the “**Customer**”) agrees to lease from SIM VIDEO INTERNATIONAL INC. and/or its subsidiaries and affiliates (collectively, “**SIM VIDEO**”), the specific items of equipment, other items and services (collectively referred to as the “**Equipment**” for the purposes of this Agreement) at the lease and service rates and for the time period specified therein, all as more particularly described in the form of Equipment reservation document (the “**Reservation**”), which Reservation shall be deemed to form a part of this Agreement as if fully incorporated herein, subject to the following conditions.

### 2. Lease and Service Rates, Charges and Payments

- 2.1 The Customer shall pay SIM VIDEO the full amount of all lease and service rates, fees, charges and other amounts relating to the Equipment (collectively, the “**Rental Fees**”) as set out in the Reservation. In addition, the Customer also agrees to pay SIM VIDEO for any additional Equipment subsequently requested by the Customer and specified in a Reservation, and such additional Equipment shall also be governed by this Agreement.
- 2.2 The Customer shall pay all transportation charges associated with the Equipment and its delivery from and to SIM VIDEO’s place of business unless otherwise stated. Shipment and transportation of the Equipment to and from SIM VIDEO shall be at the Customer’s risk and expense. In the event SIM VIDEO undertakes to deliver the Equipment to the Customer or to any other party to whom the Customer directs delivery, then any person, other than SIM VIDEO’s own employees having custody of the Equipment during transit and delivery, shall be deemed to be the agent of the Customer for the purpose of such delivery.
- 2.3 All Equipment shipments are freight on board or “**FOB**” of SIM VIDEO’s place of business unless otherwise stated or notified. All Equipment shall be returned freight pre-paid, FOB destination. All brokerage charges, shipping charges, duties, fees, insurance and taxes are the sole responsibility of the Customer.
- 2.4 For credit approved Customers, payment terms for Rental Fees are net 30 days. For all other Customers, payment terms are cash on delivery or “**C.O.D.**” unless otherwise stated in writing by SIM VIDEO. SIM VIDEO may require a cash deposit when renting to a C.O.D. Customer. All payments to SIM VIDEO pursuant to this Agreement shall be the sole responsibility of the Customer and not any third party. . All invoices not paid in accordance with these terms will be subject to a late charge of 2% per month (24% per annum) on the unpaid balance. A \$40.00 charge will be levied for all non-sufficient funds (NSF) cheque payments.
- 2.5 Equipment rental cancellation charges will be applied at the following rates: (i) if written notice is provided within 2 business days prior to date reserved, 50% of the Rental Fees specified in the Reservation; (ii) If written notice is provided within 1 business day prior to date reserved, 75% of the Rental Fees specified in the Reservation; or (iii) If written notice is provided less than 1 business day prior to date reserved, 100% of the Rental Fees specified in the Reservation.
- 2.6 The Customer acknowledges and agrees that in addition to all Rental Fees for the Equipment, the Customer shall also be responsible for payment of all applicable federal and provincial government taxes.

### 3. Delivery

- 3.1 The Reservation shall specify the manner in which pick-up or transportation and delivery of the Equipment to the Customer is to be effected. If such specifications are not provided in the Reservation, the Customer shall be deemed to have authorized SIM VIDEO to employ such methods of delivery, in its sole discretion, as it deems appropriate in the particular circumstances (including the use of third party carriers and storage facilities). In the event that SIM VIDEO agrees to deliver the Equipment to the Customer, the Customer shall provide detailed written instructions for the manner and location of such delivery, failing which, SIM VIDEO shall be authorized to effect delivery of such Equipment in the manner it deems appropriate in the circumstances.
- 3.2 At the time of pick-up of the Equipment by the Customer or their authorized agent at SIM VIDEO’s place of business, or upon receipt by the Customer after shipment, it is the Customers responsibility to determine that the order is complete and to immediately notify SIM VIDEO, prior to taking delivery, of any discrepancies. By accepting delivery of the Equipment, the Customer acknowledges having received on lease from SIM VIDEO, in

good working order and condition, the Equipment described in the Reservation on the date specified, and shall assume full responsibility for the Equipment once it leaves SIM VIDEO's place of business.

- 3.3 The Customer agrees that delivery of the Equipment is effective and complete upon the Customer's representative, employee or agent or any third party carrier taking physical delivery of such Equipment from SIM VIDEO's at its place of business or otherwise accepting delivery. The Customer hereby acknowledges, agrees and confirms that it does not require SIM VIDEO to verify the authorization of the person or parties that accept delivery of the Equipment on behalf of the Customer.

#### **4. Insurance**

- 4.1 The Customer agrees to obtain insurance for full replacement cost of the Equipment without deduction for depreciation including any resulting loss of use or loss of Rental Fees, and acknowledges and agrees that obtaining such insurance is the sole responsibility of the Customer. Prior to pick-up or delivery of leased equipment, SIM VIDEO will require that the Customer present a valid certificate of insurance, naming SIM VIDEO as a "Loss Payee" with respect to rental equipment including loss of use or loss Rental Fees and as an "Additional Insured" on the Customer's Commercial General Liability insurance policy. The limit of liability under the "Equipment Coverage" section of such insurance policy shall be at least equal to the full replacement cost of the Equipment (without deduction for depreciation) as dictated by SIM VIDEO. Customer's insurance policy shall contain a provision as evidenced in the certificate of insurance that all insurance maintained by the Customer shall be primary and not contributing to any other insurance maintained by SIM VIDEO or its subsidiaries, parents or affiliated companies.
- 4.2 For the purposes of such insurance policy, the Equipment shall be valued at the full cost to repair or replace such property at the time of loss with equivalent new equipment or its successor technology without deduction for depreciation. SIM VIDEO reserves the right to require a deposit for the value of the insurance deductible in connection with the entering into of this Agreement. The Customer shall also ensure that their insurance coverage is sufficient in value to cover any Equipment provided by SIM VIDEO as well as any equipment that may be provided by any other supplier during the same time period.
- 4.3 The Customer shall, at its own expense, carry general liability insurance (including automobile liability insurance) providing coverage for liabilities arising from the Equipment including, for greater certainty and without limitation, for any Equipment Operators as described in the applicable Reservation, including without limitation liability insurance for death, bodily injury and property damage. Such insurance policies shall provide at least \$2,000,000.00 in insurance for all persons injured or killed in the same accident or occurrence, and no less than \$1,000,000.00 in insurance for property damage. All such policies shall name SIM VIDEO as an additional "named insured" and "loss payee". The liability insurance required by this subparagraph shall be fully applied before any contribution from SIM VIDEO's insurance regardless of whether SIM VIDEO's insurance is considered primary, excess or self-insurance.

#### **5. Use of the Equipment**

- 5.1 The Customer covenants and agrees that it shall use the Equipment at its own risk and hereby agrees to indemnify and save SIM VIDEO harmless from and against any and all liability, loss, damage, expense, cause of action, suits, claims or judgments arising from injury to persons or property or death based on or arising from, out of, or in connection with the actual or alleged use, operation, delivery or transportation of the Equipment.
- 5.2 The Customer acknowledges and agrees that SIM VIDEO is not responsible for the pick-up, return or replacement of any Equipment that is damaged, malfunctions or fails to perform.
- 5.3 The Customer agrees not to remove or cover any tag, barcodes or nameplate appearing on the Equipment.
- 5.4 The Customer agrees not to remove any "Shockwatches" installed on any Equipment. If any item of Equipment is returned and it is determined that a "Shockwatch" has been removed, a fee of \$ 100.00 will be levied and charged to the Customer for labour costs related to the thorough inspection of the Equipment for possible damages.
- 5.5 It is the Customer's responsibility to examine and test the Equipment immediately upon receipt and prior to the acceptance of delivery. SIM VIDEO does not guarantee, assume responsibility for or make any representation in respect of the performance or results of the Equipment. SIM VIDEO makes no claims or warranties in regards to the performance of any Equipment when used in combination with equipment not provided by SIM VIDEO.
- 5.6 The Customer is solely responsible for (i) conducting testing of master recorded tapes for quality control on a daily basis, and for using appropriate technical equipment in respect thereof, to ensure that the Equipment is functioning properly; and (ii) complying with any additional equipment testing requirements or broader testing warranties contained within the Customer's own insurance policies. SIM VIDEO shall not be liable for, and the Customer shall not make any claim against SIM VIDEO for, any non-performance or other irregularities pertaining to the use of the



Equipment and IN NO WAY shall SIM VIDEO be responsible for any costs, expenses and/or charges incurred by the Customer relating to the Equipment or its use, including, without limitation, suits, claims or insurance deductibles.

- 5.7 Claims for non-performance, malfunction or other irregularities pertaining to the Equipment, must be made in writing immediately upon such occurrence during the rental period specified in the Reservation.
- 5.8 The Customer shall not permit the Equipment or any part thereof to be used by any person not qualified for its use.
- 5.9 The use of the Equipment for underwater or aerial mounted photography is strictly prohibited unless prior arrangements are made in writing with SIM VIDEO.
- 5.10 The lease of the Equipment to the Customer is intended for IN CANADA USE ONLY. Unless the prior written consent of SIM VIDEO is obtained, the Customer shall not take or use the Equipment outside of Canada. Where such out of Canada use is approved by SIM VIDEO, the Customer acknowledges and agrees that it is solely responsibility for contracting with an established customs broker to handle the shipping and receiving of all Equipment leaving, and returning to, Canada. All brokerage charges and shipping charges, duties, fees, insurance and taxes are the sole responsibility of the Customer.
- 5.11 All Equipment shall be used and operated in accordance with all applicable manufacturer's manuals and instructions and in accordance with applicable federal, provincial, state and local laws.

## 6. Equipment Operators

- 6.1 Neither SIM VIDEO, nor any of its parent, affiliates or subsidiaries, nor any of their respective directors, officers, employees or agents, shall be held responsible for any loss, costs, expenses or damages that may arise from the performance or non-performance of any services provided by SIM VIDEO employees or freelance personnel which SIM VIDEO may from time to time furnish or engage on behalf of the Customer to operate the Equipment ("**Equipment Operators**") as such services may be included in the description of Equipment in any Reservation. All Equipment Operators shall for all legal purposes and effect be constituted employees of the Customer, working at the Customer's responsibility.

## 7. Damage

- 7.1 The Customer shall be completely responsible for any damages whatsoever to any of the Equipment (the "**Damaged Equipment**"), however caused (including, without limitation, any damages caused by the Customer while inspecting or testing any Equipment on SIM VIDEO property and any damages that may be caused by any Equipment Operators), whether through the fault of the Customer or otherwise, and the Customer shall be responsible for all costs of repair of such Damaged Equipment, including, without limitation, any applicable insurance deductible and taxes. In addition, the Customer shall also pay to SIM VIDEO the full Rental Fees without discount, in respect of such Damaged Equipment during any period it is unavailable for rental while undergoing repairs or awaiting replacement. If the Damaged Equipment cannot be repaired or the cost of repair is unreasonable, in the sole judgment of SIM VIDEO, then the Customer shall be responsible for the full replacement cost of the Damaged Equipment with equivalent, new equipment, or its successor technology without deduction for depreciation. SIM VIDEO may request payment in advance for the repair or replacement of Damaged Equipment.
- 7.2 If the Equipment becomes damaged during the term of this Agreement the Customer shall immediately notify SIM VIDEO that repairs are necessary. In no event shall repairs be attempted by the Customer without the prior written authorization of SIM VIDEO. All repairs authorized to be carried out by the Customer shall be carried out in accordance with the specific direction of SIM VIDEO.
- 7.3 If the Equipment or any part thereof shall be returned in an unclean state, the Customer shall be responsible for the payment of a reasonable cleaning charge as determined by SIM VIDEO.

## 8. Term of Lease

- 8.1 The lease term for the Equipment shall be as specified in the Reservation, unless terminated by SIM VIDEO pursuant to the terms of this Agreement.
- 8.2 The Customer agrees to return the Equipment on or before 9:00 am on the day of expected return. Any extension of such rental period is solely at the discretion of SIM VIDEO.
- 8.3 The Customer acknowledges that any over-holding by him, her or it, as the case may be, of the Equipment is prohibited. The Customer agrees to pay a Rental Fee equal to twice the daily charge in the event of over-holding unless it has been pre-arranged with and authorized by SIM VIDEO, in writing, before the day set for return.
- 8.4 SIM VIDEO may by notice to the Customer, at any time during the period of the Equipment lease specified in the Reservation, cancel or terminate this Agreement in the event that SIM VIDEO deems that the Customer is misusing the Equipment or has breached the terms of this Agreement in any manner.



8.5 The term of this Agreement shall begin on the date \_\_\_\_\_ hereof and shall continue in full force and effect until it is terminated (i) by SIM VIDEO upon the provision of written notice to the Customer; or (ii) by the Customer, upon the provision of written notice to SIM VIDEO together with return of any Equipment and full payment of all outstanding Rental Fees in respect of any outstanding Reservation.

## **9. Inspection of Returned Equipment**

9.1 All Equipment is subject to inspection upon its return. Acceptance of returned Equipment by SIM VIDEO shall not be considered a waiver for any claims it might have against the Customer under this Agreement, and the Customer hereby agrees that SIM VIDEO shall have a reasonable period of time to conduct a full inspection of any Equipment after its return.

## **10. Liability and Indemnification**

10.1 The Customer hereby acknowledges and agrees that it shall indemnify and hold harmless SIM VIDEO from, against and in respect of all losses, damages, costs, expenses and/or claims, including legal fees, associated with the Customer's use, possession and/or operation of the Equipment (including, without limitation, any losses, costs, expenses and/or claims relating to the services provided by any Equipment Operators) during the term of this Agreement. The Customer acknowledges and agrees that it is assuming any and all risks associated with the entering into of this Agreement, and as such, the Customer agrees that it shall not seek to recover damages for physical injury or damage to property caused by any action of any Equipment Operators or SIM VIDEO, or by any of its directors, officers, employees or agents, whether by negligence or otherwise.

10.2 IN NO WAY OR EVENT shall SIM VIDEO be liable for more than the replacement value of the unrecorded tapes or any other unprocessed materials that may be associated with the use of the Equipment and/or Services provided by SIM VIDEO under this Agreement.

10.3 SIM VIDEO shall not be held responsible for loss or damage of pre-recorded material, tapes and/or other property and the Customer acknowledges and agrees that any tapes and property that may be returned, given and/or delivered over to and /or left at SIM VIDEO ("**Customer Items**") is done solely as a matter of convenience to the Customer.

10.4 The Customer shall keep the Equipment free and clear of all levies, liens, security interests, and encumbrances, and shall pay all license fees, registration fees, assessments, charges, and taxes, municipal, state, and federal, which now or hereafter may be imposed upon the ownership, leasing, renting, sale, possession, or use of the Equipment, excluding, however, all taxes on SIM VIDEO's income relating to the rental of the Equipment hereunder. The Customer shall obtain at its sole cost, all permits and licenses, if any, that are necessary for the operation of the Equipment or any parts thereof. The Customer shall immediately reimburse SIM VIDEO, as additional rent, all fees and taxes paid by SIM VIDEO hereunder on behalf of the Customer.

10.5 In the event the Customer shall fail to keep and perform any or all the terms and conditions of this Agreement or should the Customer fail to pay any Rental Fee as agreed to hereunder in the manner and time as specified on the Reservation or any of the Equipment be seized or attached or if a petition in bankruptcy be filed against the Customer, SIM VIDEO is empowered to take immediate possession of the Equipment and may enter any premises without notice of demand and without legal process and take possession of same.

10.6 The Customer agrees to pay all reasonable attorney's fees and other costs in full as incurred by SIM VIDEO in connection with the enforcement of the terms and conditions of this Agreement.

## **11. Lease Agreement**

11.1 This Agreement constitutes a lease of the Equipment and the Customer shall not sub-lease or underlease any of the Equipment, or loan any of the Equipment, to any other person, firm or corporation. During the term of this Agreement, as specified in the Reservation, the Equipment shall at all times remain under the immediate care, control, supervision and direction of the Customer. This Agreement constitutes a lease and not a sale of the Equipment, nor does it create a security interest in and to the Equipment in favour of the Customer. Title to the Equipment shall at all times remain with SIM VIDEO.

## **12. Governing Law**

12.1 This Agreement shall be governed by the Laws of the Province where the SIM VIDEO office executing this Agreement is located.

## **13. Miscellaneous**

13.1 This Agreement together with any of the Reservation(s) deemed to form a part hereof and including any extensions, amendments and/or modifications hereto or thereto, shall constitute the entire agreement of SIM VIDEO and the Customer with respect to the rental of the Equipment. This Agreement shall not be modified in whole or in part



other than in writing signed by both SIM VIDEO and the Customer. All obligations of the Customer hereunder shall survive the term of this Agreement and the period of rental of the Equipment as set forth on the Reservation.

- 13.2 SIM VIDEO may assign its rights under this Agreement and transfer its title to and interest in the Equipment to any party without the prior written consent of the Customer. The Customer may not assign any of its rights and obligations under this Agreement without the prior written consent of SIM VIDEO.
- 13.3 If any provision of this Agreement is invalid or unenforceable, such provision shall be severed and the remainder of this Agreement shall be unaffected thereby but shall continue to be valid and enforceable to the fullest extent permitted by law.
- 13.4 Any notice or communication required or permitted to be given, sent or delivered under this Agreement to SIM VIDEO shall be in writing and shall be sufficiently given, sent or delivered if it is sent to SIM VIDEO by registered mail, postage prepaid, email or sent by facsimile to the address or facsimile number specified on the Reservation.
- 13.5 The delivery by the Customer by facsimile or email to SIM VIDEO of an executed copy of this Agreement together with the initial Reservation shall be deemed to be the equivalent of an original Agreement.
- 13.6 Wherever the context requires, the masculine gender includes the feminine or neuter and the singular includes the plural. If there is more than one Customer named in the Agreement, the liability shall be joint and several.
- 13.7 The failure of SIM VIDEO to enforce any right hereunder shall not be deemed a waiver of such right. No covenant, condition or provisions of this Agreement (or any Reservation) can be waived except with SIM VIDEO's written consent. Any waiver by SIM VIDEO in one instance shall not constitute a waiver of subsequent defaults.

By signing below, the Customer hereby represents that they or their duly authorized agent have read this Agreement in its entirety and agree to be bound by the terms of this Agreement for any and all future rentals as and when they may occur, at any SIM VIDEO office across Canada.

The individual(s) signing this Agreement on behalf of the Customer acknowledges that (s)he has had the opportunity to receive the advice of independent legal counsel prior to the execution of this Agreement and the opportunity to receive an explanation from legal counsel regarding the legal nature and effect of this Agreement and the individual(s) signing this Agreement has fully exercised that opportunity to the extent desired and understand the terms and provisions of this Agreement and its legal nature and effect. The individual(s) signing this Agreement on behalf of the Customer further represents that (s)he is agreeing to the terms of this Agreement freely and voluntarily, relying solely upon the advice of her/his own counsel and not relying on the representations of any other party or of the counsel of any other party. The individual(s) signing this Agreement on behalf of the Customer expressly agrees that this Agreement shall not be construed or interpreted for or against the party drafting it.

Where the Customer is a corporation or is other than the person signing this Agreement, the person signing this Agreement represents and warrants that he has the authority of the Customer to execute this Agreement and the Reservation on the Customer's behalf, to pledge the credit of Customer and where applicable, that the person signing this contract is a duly appointed signing officer or agent of Customer, properly authorized on their behalf.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Name & Title

\_\_\_\_\_  
Lessee/Customer (Person or Legal Company Name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Customer Address





## SIM VIDEO ACCOUNT APPLICATION FORM

Legal Company Name		Phone	
		Fax	
Address	City	Province/State	Postal /Zip
Description of Business		In Business Since	
<b>PARENT COMPANY (if applicable):</b>			
Company Name		Phone	
		Fax	
Address	City	Province/State	Postal /Zip
<b>COMPANY PRINCIPALS (I.E. CORPORATE OFFICERS, SOLE PROPRIETOR, PARTNERS)</b>			
Name	Position	% of Ownership	
Home Address		Home Phone	
Name	Position	% of Ownership	
Home Address		Home Phone	
Name	Position	% of Ownership	
Home Address		Home Phone	
<b>BANKING / FINANCIAL INFORMATION</b>			
Financial Institution Name		Account No.	
Address		Phone	
Financial Institution Name		Account No.	
Address		Phone	
<b>PERSONAL REFERENCES</b>			
Name		Phone	
Address			
Name		Phone	
Address			

<b>HOW DID YOU FIND OUT ABOUT SIM VIDEO?</b>	
<input type="checkbox"/> Internet/Website	<input type="checkbox"/> Magazine Ad
<input type="checkbox"/> Yellow Pages	<input type="checkbox"/> Industry Contact Referral
<input type="checkbox"/> Local Production Directory	<input type="checkbox"/> Used Sim Video services in the past
<b>INDUSTRY RELATED CREDIT REFERENCES</b>	
Company Name	Contact Name
Address	Phone
Date Account Opened	Fax
Company Name	Contact Name
Address	Phone
Date Account Opened	Fax
Company Name	Contact Name
Address	Phone
Date Account Opened	Fax
<b>ARE YOU CURRENTLY OPERATING UNDER ANY OTHER COMPANY NAMES?</b>	
<input type="checkbox"/> No <input type="checkbox"/> Yes	
If so, please provide company name(s)	
<b>IS YOUR COMPANY TAX EXEMPT?</b>	<b>DO YOU ISSUE PURCHASE ORDERS?</b>
<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes
If yes, please attach valid certificate to application	<b>If yes, please note that no equipment or services will be released or provided until Sim Video receives a copy of your purchase order by fax or email.</b>
<b>CREDIT TERMS REQUESTED</b>	
<input type="checkbox"/> C.O.D <input type="checkbox"/> Net 30 Days	
Amount of Credit Required	

**I, the undersigned, hereby certify that all information supplied on this Account Application Form is factual and true and hereby authorize Sim Video to contact any parties referenced herein for the purpose of processing this Account Application. I have read and understand Sim Video's Blanket Equipment Lease and Service Agreement and agree to be bound by the terms and conditions set forth therein. I understand that Sim Video reserves the right to extend credit terms of Net 30 days to qualified customers based on the information and references provided in this Application.**

Name (please print)	Title
Signature	Date

**PLEASE NOTE: ALL "FIRST TIME" RENTALS ARE C.O.D**



## SIM VIDEO INSURANCE REQUIREMENTS

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PRIOR TO RELEASE OF EQUIPMENT, LESSEE MUST PROVIDE **SIM VIDEO INTERNATIONAL, INC.** WITH A CERTIFICATE OF INSURANCE EVIDENCING THE FOLLOWING LEVELS OF COVERAGE:

- COVERAGE SHOULD SPECIFY REPLACEMENT COST (AT THE FULL COST TO REPAIR OR REPLACE SUCH PROPERTY AT THE TIME OF LOSS WITH EQUIVALENT, NEW EQUIPMENT, OR ITS SUCCESSOR TECHNOLOGY WITHOUT DEDUCTION FOR DEPRECIATION) AND ALL RISK COVERAGE.
- INSURANCE CERTIFICATE SHOULD STATE THAT EQUIPMENT COVERAGE INCLUDES LOSS OF USE OR LOSS OF RENTAL FEES.
- GENERAL LIABILITY INSURANCE COVERING BODILY INJURY AT \$2,000,000 AND PROPERTY DAMAGE WITH AN INSURANCE LIMIT OF NO LESS THAN \$1,000,000.00 FOR EACH OCCURRENCE.
- CERTIFICATE SHOULD CONTAIN A CLAUSE REQUIRING FIFTEEN (15) DAYS WRITTEN NOTICE OF CANCELLATION OR MATERIAL CHANGE IN COVERAGE (“ENDEAVOR” TO PROVIDE THIS NOTICE WILL NOT BE ACCEPTED).
- CERTIFICATE SHOULD CLEARLY STATE THAT LESSEE’S EQUIPMENT AND COMMERCIAL GENERAL LIABILITY INSURANCE IS **PRIMARY** AND NOT CONTRIBUTING TO ANY OTHER INSURANCE MAINTAINED BY SIM VIDEO OR ITS SUBSIDIARIES, PARENTS OR AFFILIATES.
- POLICY TERRITORY SHOULD BE SPECIFIED (I.E. WORLDWIDE, NORTH AMERICA, ETC.)
- **SIM VIDEO INTERNATIONAL, INC.** SHOULD BE SHOWN AS **LOSS PAYEE** WITH RESPECT TO RENTED EQUIPMENT AND AS AN **ADDITIONAL INSURED** WITH RESPECT TO LIABILITY INSURANCE.

PLEASE FORWARD THIS DOCUMENT TO YOUR INSURANCE BROKER TO FACILITATE ISSUANCE OF ACCURATE DOCUMENTATION. IF ANY OF THE ABOVE ITEMS ARE NOT SPECIFICALLY EVIDENCED ON THE CERTIFICATE OF INSURANCE, IT WILL NOT BE ACCEPTED.



# SIM VIDEO CREDIT CARD AUTHORIZATION FORM

Company Name: \_\_\_\_\_

Cardholder's Name (as it appears on the card): \_\_\_\_\_

Billing Address of the Card: \_\_\_\_\_

City: \_\_\_\_\_ Province / State: \_\_\_\_\_ Postal / Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Credit Card (please circle one):    AMEX            MASTERCARD            VISA

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Name of Bank Issuer (Visa/Mastercard only): \_\_\_\_\_

CVV# (Mastercard/Visa – 3 digit code on back of card): \_\_\_\_\_

CVV# (Amex – 4 digit code on back of card): \_\_\_\_\_

**NOTE: PLEASE ATTACH A CLEAN PHOTOCOPY, FRONT AND BACK, OF BOTH CREDIT CARD AND CARDHOLDER'S DRIVER'S LICENSE. SIGNATURE MUST BE LEGIBLE.**

*I hereby authorize Sim Video to use the credit card information provided for payment of:*

***C.O.D Clients:***

- *Security Deposits*
- *Rental Fees*
- *Loss & Damage Fees*

***Net 30 Clients:***

- *Security Deposits*
- *Any defaulted account balances*

***I understand that the signature on this contract will serve as my authorized signature on the credit card receipt and will be in force until and unless I rescind it in writing.***

**Authorized by:** \_\_\_\_\_  
**(Cardholder Signature)**

**Date:** \_\_\_\_\_

TORONTO  
T. 416-979-9958  
F. 416-979-7770

VANCOUVER  
T. 604-298-5258  
F. 604-298-4336

HALIFAX  
T. 902-422-6090  
F. 902-423-1523

**ONTARIO RETAIL SALES TAX  
PURCHASE EXEMPTION CERTIFICATE**

**BLANKET**

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_  
\_\_\_\_\_

Vendor Permit Number: \_\_\_\_\_  
(If Applicable)

Nature of Business: \_\_\_\_\_

Reason for Claiming Exemption: \_\_\_\_\_

I claim exemption from Ontario retail sales tax under the provisions of the Retail Sales Tax Act on the following goods or taxable services, contracts of insurance or benefits plan:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Person

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Authorized Person (Print)

**IMPORTANT**

The person buying the goods, or taxable service, or entering into a contract of insurance or benefits plan for which an exemption is claimed must complete this certificate and give it to the supplier.

The supplier is to keep this form as stated in the regulations. This certificate does not expire if,

- (a) the box beside the word “blanket” at the top of the form is checked; and
- (b) the purchase order refers to this Purchase Exemption Certificate.

Every person who makes a false statement on a Purchase Exemption Certificate or misuses the certificate is liable, if convicted, to a fine of no less than \$500 and an amount of not more than double the amount of the tax that should have been paid, or that was evaded, or to imprisonment for a term of not more than two years, or to both.



BRITISH  
COLUMBIA

The Best Place on Earth

Ministry of Finance

### CERTIFICATE OF EXEMPTION

(Name of Corporation, Association, all Partners or Proprietor – Please Print)

do hereby certify that I do not hold a vendor's registration certificate issued pursuant to section 92 (1) of the *Social Service Tax Act* and that the tangible personal property or taxable services described herein, which I shall purchase or lease from:

- will be resold, or
- will become part of tangible personal property for resale purposes, or
- will be re-leased, or
- will become part of a prototype (see page 2), or
- will become part of a penstock system for a hydroelectric power plant (see page 2), or
- is a qualifying energy efficient furnace, boiler, heat pump, or gas-fired water heater and will be used for residential purposes (see page 2), or
- is work-related safety equipment and/or protective clothing designed to be worn by, or attached to, a worker as required by provincial work safety legislation (see page 2).

I further state that in the event that such property or taxable service is used for any purpose other than that as stated herein, I will remit the tax due under the Act.

Description of tangible personal property or taxable services purchased and price thereof:

PRICE
\$

NAME – please print	SIGNATURE	DATE SIGNED YYYY / MM / DD
ADDRESS	POSTAL CODE	TELEPHONE NO. (      )

## INSTRUCTIONS

Completion of this Certificate of Exemption entitles persons who are not registered as vendors under the *Social Service Tax Act* to purchase the items or taxable services listed on the certificate without payment of tax provided that:

- the items or taxable services are purchased for resale, or
- the items purchased will become part of tangible personal property which will be resold, or
- the items are purchased or leased for the purpose of re-leasing, or
- the items purchased will become part of a prototype, if the prototype is a result of research and development activities that are aimed at developing new or improved products or processes.

A prototype means the first full-scale functional form of a new type or a new construction of tangible personal property, or

- the penstock equipment is prescribed as exempt under section 15.1 of the regulations to the Act and will become part of a penstock piping system for a hydroelectric power plant validly licensed under the *Water Act*, or
- the qualifying energy efficient furnace, boiler, or heat pump (including major components integral to a heat pump system) and gas-fired water heater is prescribed as exempt under section 3.20 (1)(u) and (2) of the regulations to the Act and will be used for residential purposes (for example, for installation in a residential dwelling).
- the items are work-related safety equipment and/or protective clothing, designed to be worn by, or attached to, a worker, have been purchased or leased by an employer, self-employed person, school board or similar authority, and qualify for exemption under section 3.26(2) of the regulations to the Act.

The completed certificate **must be retained by the seller** to substantiate the non-collection of social service tax on the sale. Future sales of the *same items or taxable services as listed on this certificate to the same purchaser* may be made without collection of tax on the strength of this certificate. If the purchaser or lessee is buying or leasing items for re-lease, a separate certificate must be used for each sale or lease.

If you have any questions about this form or how the *Social Service Tax Act* applies, please call **604 660-4524** (Vancouver) or your local Consumer Taxation Branch office.

Information is also available on the internet: [www.sbr.gov.bc.ca/ctb](http://www.sbr.gov.bc.ca/ctb)

### WARNING

Where it can be established that a false statement was made which resulted in the non-payment of tax due, the *Social Service Tax Act* imposes a penalty of 25% of the tax due, in addition to an assessment for the tax which should have been paid.

#### ***Freedom of Information and Protection of Privacy Act (FOIPPA)***

The personal information on this form is collected for the purpose of administering the *Social Service Tax Act* under the authority of both this Act and section 26 of the *FOIPPA*. Questions about the collection or use of this information can be directed to the Information and Privacy Analyst, FOI Section, Ministry of Small Business and Revenue, PO Box 9432 Stn Prov Govt, Victoria, BC V8W 9N6. (Telephone: Victoria at 250 953-3671, Vancouver at 604 660-2421 or toll-free at 1 800 663-7867 and ask to be re-directed.) **Email: [FOI.QRYS@gov.bc.ca](mailto:FOI.QRYS@gov.bc.ca)**