

CONDITIONS OF HIRE

Please note that some conditions have changed due to Covid-19

BOND REQUIRED: Bond will be returned on condition of garment/items hired – showing no damage or excessive soiling.

FITTINGS: If garments have to be altered in any way, they must be returned to the original size and fit before they are returned. Permission must be sought before any alterations are made and if there are any major problems please contact our wardrobe mistress –

Robyn Simich 09 424 3611 or mobile 027 365 4644

Robyn may be available to undertake alterations by request; this will be at an additional cost to be negotiated.

FREQUENTLY ASKED QUESTIONS

Q: How long is the hire for?

This is flexible. If you come into the theatre the week of your event, or party, you are welcome to pick out a costume and take it with you. Please contact the theatre and make an appointment to look at costumes, our wardrobe mistress is on site Wednesday between 10am & 2pm, other times by appointment only, between 10am-2pm, Tuesday-Friday. Contact Robyn directly to make an appointment, contact details at bottom of this document.

If you need the costume longer, for example for a school or theatre company production, that can be arranged at the time of hiring. We are very flexible.

Q: How much does it cost to hire a costume?

We charge per item so we can work to any budget, however most costumes will go out at somewhere between \$20-\$80. Special arrangements can be made for block hires to schools or theatre companies.

Q: Do you require a bond?

Yes. **For private hires** the bond is typically \$30-50 per costume, this is refunded when the costume is returned in satisfactory condition. **For schools and theatre companies** an arrangement will be entered into at the time of hire. Bonds will be refunded by eftpos onto a card only, we do not do cash refunds. We would prefer to refund onto the card used when booking the costume and we can only refund to the actual hirer who paid the bond.

Q: Do I have to wash my costume?

Yes. Costumes must be washed in COLD water only with mild soap. Please press before returning. If you are hiring a costume requiring dry cleaning this will be communicated by Wardrobe Mistress at time of hire and this dry cleaning is at the hirer cost. Garments that require extra cleaning (due to extreme soiling) may incur an extra cleaning charge, usually \$20 + GST. This will be taken off your bond.

Q: What happens if I have damaged, ripped or lost my costume?

Our staff will assess the damage, if it can be fixed we will charge a repair fee. If damaged beyond repair there will be a replacement cost. These charges will be taken off your bond. If the cost exceeds your bond you will be required to pay extra costs. Replacement costs depend on the item, usually 5 x the hire, although this is not always the case.

Q: What happens if I return my costume late?

We are flexible and generally if you let us know then we can accommodate you. In cases where no contact has been made, and/or the costume was required elsewhere, we will charge a late fee, generally 50% of your original hire fee. This will be deducted from your bond.

For any questions re Costume Hire, or to make an appointment please contact:

Wardrobe Mistress, Robyn Simich on **09 424 3611** or mobile **027 365 4644**

Or our Theatre Managers on **09 426 7282**, or via email at enquiry@centrestagetheatre.co.nz