



For Office
Use Only

RENTAL AGREEMENT FORM

(Please print legibly; all information must be complete)

I, _____ agree to the following terms and conditions. I certify that I have read and understand the terms of this Agreement.

Signature: _____ Date: _____

BILLING INFORMATION:

Name (as it appears on credit card): _____

Billing Address: _____

City: _____ Province: _____ Postal Code: _____

Phone Number: (____) _____ Cell Phone Number: (____) _____

E-mail Address: _____
(for use only for reminder emails, if Follett chooses to send any, that your rental is due)

☐ Check here to receive other great offers and information from the bookstore.

To be filled out by Bookstore Associate:

Credit Card #, expiration date verified: ☐ Associate ID#: _____

Gov't issued ID#: _____ Rental Return Due Date: _____

1. I am at least 18 years of age.
2. I am entering this Textbook Rental Agreement ("Agreement") with Follett of Canada ("Follett") of my own free will as of the date set out above. I will return each of the textbooks rented ("Rented Materials") (see attached receipt regarding each textbook rented) to Follett campus bookstore ("Bookstore") where I received the Rented Materials. Any receipts for Rented Materials are part of and subject to this Agreement.
3. **Failure to Return.** If I fail to return each of the Rented Materials by the due date ("Due Date"), or return them in an unsaleable condition (as set out below), I authorize Follett to charge the following "Non-return Fees" to my credit card listed above: (1) 75% of the new book price plus (2) a processing fee of 7.5% of new book price. New book price is based on the new book price at the time of rental. Follett is not responsible for reminding me of any Due Date. Once the Non-return Fees have been paid in respect of the Rented Materials, the Rented Materials shall belong to me.
4. **Conditions upon Return.** Highlighting and writing in rented textbooks is permitted and acceptable. However, Rental Materials must be returned in complete and saleable condition. Saleable condition means the spine of the book is intact, there is no damage to the book, and all component parts of the book must be present. I am responsible for any loss or theft of the Rented Materials.
5. **Cards as Security.** I will not cancel or exceed the purchasing limits of the credit card above until the Rented Materials are either returned to Follett by the Due Date in saleable condition or the Non-return Fees are paid. I will promptly notify Follett of any changes to my personal information or my credit card information as set out above.
6. **Refund.** The Bookstore's standard refund policies apply.
7. **Tax.** Normal tax rates will apply (GST and/or HST), and vary depending on Province.
8. **Language.** The parties acknowledge that they have agreed that this Agreement has been drawn up in the English language.

Credit Card Imprint

Follett of Canada

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