



# FLORIDA LEAGUE OF CITIES RISK CONTROL DEPARTMENT LIBRARY SERVICE AGREEMENT/SAFETY CENTER, INC.

**Safety Center, Inc.** maintains a safety video library with an inventory of thousands of safety and health programs. Selected videos will be provided courtesy of:

Company: Florida League of Cities, Inc Contact: Apryl Cordell  
Address: 125 E. Colonial Drive City: Orlando State: FL Zip: 32801  
Phone: 407-367-1758 Fax: 407-425-9378

All videos will be provided at no rental charge, subject to the terms below by the above member and/or sponsoring named member for a **lending period of fourteen (14) days**. The 14-day period begins when the end user receives the videos, and ends the day the videos are received by **Safety Center, Incorporated, Video/DVD Rental Library, 3909 Bradshaw Road, Sacramento, CA 95827**.

## PARTICIPATING LIBRARY SERVICE ENROLLMENT

The following company wishes to participate in the safety video library service, under the conditions of the above named member and/or sponsoring company, and agrees to the following terms:

Company: \_\_\_\_\_ Contact: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

### TERMS

**Liability:** Borrower (end user) of the video program(s) is liable for lost or damaged videos while videos are in borrower's possession or control.

**Returning Videos:** Videos must be returned via a service that can provide a means of tracing shipments with proof of delivery. Additionally, videos should be insured for \$400 each to ensure that the replacement cost is covered in the event they are lost in the return shipping. All videos that are provided on loan will be for 14 days at no rental charge. The loan period begins when the videos are delivered to the end user location, and ends the day they are received back at the offices of **Safety Center, Incorporated, Video/DVD Rental Library, 3909 Bradshaw Road, Sacramento, CA 95827**. **Videos received after the 14<sup>th</sup> day will be subject to late fees.**

**Late Fees:** Any video program(s) which is/are not returned to **Safety Center's** library office by 5:00 p.m. on or before the due date will be subject to a \$20 per week late fee each. Any program(s) not returned within 30 days from the due date will be considered lost and **you will be billed for the cost to replace the program(s).**

Authorized Signature: (end user) \_\_\_\_\_ Title: \_\_\_\_\_

Member Representative: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE MAIL, FAX, OR E-MAIL COMPLETED AGREEMENT TO:**  
**FLORIDA LEAGUE OF CITIES, INC., ATTENTION: APRYL CORDELL**  
**125 EAST COLONIAL DRIVE, ORLANDO, FL 32801**  
**FAX: 407-425-9378 (PHONE: 407-367-1758)**