

COSTUME CARE

Costume Rentals
Crane River Theater
308.627.5796

We're here for you. We want you to get your money's worth and get your money back. Below is an example of the few things we ask of you while the costumes are in your care.

TO START

Upon receipt, unpack and inventory all costumes using Crane River Theater's Inventory Sheet. We'll email the inventory to the contact person and we'll include a hard copy of the inventory in a package. We suggest that a copy of the inventory and costume care guide from the rental agreement be given to your costume team to ensure that all items and guidelines are followed regarding the care of the costumes.

When unpacking the costumes, take note of how the boxes were packed. This will make it easier for you to repack them before shipping them back.

All claims of shipping damage or packing discrepancies must be made in writing within 72 hours of receipt of the costumes. If there are any repairs we missed before shipping out the costumes, let us know right away. We don't want to mistakenly charge you for discrepancies that were not your doing.

ALTERATIONS

We encourage you to alter the costumes to make them fit your actors in the best way possible. Safety pins, hand-sewn tacks, and machine stitching are acceptable forms of alterations. All altered costumes must be restored to their original state before return. All restored alterations must be sewn.

Please do not permanently alter the costumes by cutting, dyeing, and distressing the fabric. You may not apply any glue, tape, or any other adhesives to any component of any costume for any reason at any time. If costumes are not returned in the condition they left Crane River Theater, or better, the customer may be charged damage or replacement value fees.

If you have any questions regarding your costume rental, please call 308.627.5796 or email info@cranerivertheater.org.

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COSTUME CARE DURING YOUR PRODUCTION

Please do not allow the actors to eat, drink (anything but water), or smoke in costumes. Any food or drink stains on garments or evidence of smoking in the costumes will be considered permanent damage.

The costumes are to be used in a reasonable and customary manner. Please store and hang costumes properly using the appropriate hanger. Please use dress shields where applicable (i.e. ladies' dresses, men's jackets). Undershirts, tights, and other undergarments need to be worn to protect the costume garments.

Crane River Theater prefers that performers use deodorant rather than antiperspirant. (Antiperspirant contains aluminum chloride which stains and eats away at the fabrics of the costumes.) Any corrosion will be determined permanent damage and the customer will be charged for full replacement value of the costume.

Please do not allow the use of perfumes, body sprays, colognes, fragrant detergents, or fragrance sprays (like Febreeze, etc.) on the costumes. Use of such items will result in damage fees.

RETURNING THE COSTUMES

The customers are responsible for making sure all costumes are cleaned (washed or dry cleaned) before returning them to Crane River Theater. Each inventory provides a key as to how pieces should be laundered. If you have any questions, please don't hesitate to ask. Restore all alterations to the costume's original look and size. Remove safety pins and any of your labels or name tags. Repair any damage caused during your run.

We ask that the costumes be boxed up in order of the inventory we provide and the costumes are covered in dry cleaning bags. If accessories are supplied in bags, please return the accessories in their appropriately labeled bags. Please make sure all costumes are thoroughly dry before boxing them up.

Please tape the shipping boxes well. Ship all boxes to:

Crane River Theater
12 E 22nd St
Kearney, Nebraska 68847

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