



4REEL ACCOUNT CREATION GUIDE

Dear new and returning customers, in order for us to provide you with services we require every company or individual to have an active account with us. In this guide we outline all the information we will need from you in order to make an account.

Please email us all the information requested in this document to info@4reel.net. Account verification takes 24 hours.

01. Billing Information

Please provide us with the following information about your company:

COMPANY NAME
COMPANY ADDRESS
POC NAME
POC EMAIL
POC PHONE NUMBER

All new accounts have due on receipt terms for all rental services. Labor and other services are on a NET15 Terms, For existing or returning customers, if you would like to be billed on a NET15 terms, please mention that in your email with your paperwork submission and we will determine on a case by case basis whether we can issue a credit to your account.

02. Credit Card Authorization Form

You can find the form on our website: www.4Reel.net/documents

Please note that we require the form to be filled as well as photos of the front and back of the driver license associated with the credit card and the credit card itself.

03. Rental Agreement

You can find the form on our website: www.4Reel.net/documents

04. Certificate of Insurance

If renting equipment from us, please issue a Certificate of Insurance with the following policies and language:

Additionally Insured/Loss Payee

4Reel Productions LLC
12547 Sherman Way Unit I
North Hollywood CA 91605

\$1,000,000 General Liability

\$1,000,000 Non-Owned Autos (if renting our vehicles only)

\$250,000 Equipment with \$1500 deductible

05. Other Documents

For new customers we may ask for additional paperwork for verify some of the information provided. Depending on the exact job needs sometimes we also require a refundable deposit.

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