



Video Library Agreement

The _____ Church/Institution hereby accepts membership in the Christian Education Video Library and agrees to the following terms:

- 1) a. Video tapes borrowed by churches from the library will be used only at church functions / home Bible study groups.
- b. Video tapes borrowed by institutions (other than churches) will be used only for study/teaching groups.
- 2) Upon special request only can tapes be loaned out for private home viewing.
- 3) Tapes will be returned or forwarded according to mailing instructions received from Christian Education and Publications.
- 4) Church/Institution will cover any expenses for damage to tapes incurred while in our possession other than through mailing/shipping.
- 5) Church/Institution will honor the copyright laws regarding the duplication and use of tapes.
- 6) Church/Institution will automatically be invoiced for each subsequent year's membership one month prior to the church's expiration date. The church/institution may cancel the subsequent year's membership by returning the invoice marked cancel within 30 days of the invoice date.
- 7) Overdue policy: Fees will start to accrue 15 days after the scheduled return date. \$10.00 plus \$1.00 per business day.

I am familiar with the VIDEO LIBRARY [procedures as described on the web site](#) and I agree to abide by all of the specifics listed above. I am aware that it is my responsibility to inform any other person using the VIDEO LIBRARY privileges under our membership of the above restrictions and the written procedures.

Pastor's/Director's Signature	Date	Phone
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Contact Person (Please Print)	Daytime Phone
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Church/Institution Name

(Mailing Address/City/State/Zip)

(e-mail Address)

(Shipping Address — Include Street Name for UPS Shipment/City/State/Zip)

Enclosed is our annual membership fee in the amount of \$ _____
for the Christian Education Video Library.

Send VIDEO LIBRARY AGREEMENT FORMS to:
Video Library, Christian Education & Publications, 1700 North Brown Road, Lawrenceville, GA 30043