



SFM SAFETY VIDEO LENDING LIBRARY TERMS AND CONDITIONS

SFM Mutual Insurance Company has partnered with Aurora Pictures of Minneapolis, Minnesota to offer SFM policyholders and SFM Risk Solutions clients access to one of the largest and most up-to-date library of safety training videos in DVD and online streaming format.

All videos are available for DVD rental or online streaming, **free of charge**, subject to the terms below by SFM for a lending period of twenty-eight (28) days.

- For DVDs, the 28-day-period begins when the policyholder receives the videos, and ends when the videos are received back in the Aurora Pictures library located 5249 Chicago Avenue, Minneapolis MN 55417.
- Streaming videos are made available on the website the next business day after an order is placed and are accessible only during the 28-day viewing period.

By clicking the “I agree to the library terms and conditions” button on the “Account registration form” your organization agrees to the following terms:

Ordering:

When logged in to the borrower’s individual registered account, videos may be ordered through the shopping cart on the Aurora Pictures website.

It is important to note that after proceeding to the checkout on the “Payment Information” screen, the borrower needs to click on “Invoice” to bypass the credit card screen and have SFM billed directly for rentals.

Videos may also be ordered by contacting Aurora Pictures directly via telephone or email.

Aurora Pictures contact information:

5249 Chicago Avenue

Minneapolis, MN 55417

Phone: (612) 843-2209

Email: arthur@aurorapictures.com

Web site: www.aurorapictures.com

Aurora Pictures representative: Art Kiffler

Availability:

Most titles listed within the “Safety Products” section of the Aurora Pictures web site are available for free rental. Borrowers may have three free video titles ordered at any time.

Most DVD requests will be shipped within the same day or next day. Please allow five business days for order processing and standard shipping when scheduling your training.

Titles listed within the “HR Products” section of the Aurora Pictures web site are not eligible under SFM’s program, and therefore are not free of charge. If a borrower wishes to order an HR video, they can do so, but will be charged the normal rental fee displayed on the Aurora Pictures website.

Liability:

The borrower is liable for lost or damaged DVDs while videos are on loan.

Loan period:

The video rental period will be for 28 days. The borrower will be charged a late fee of \$10.00 per week per video for all late DVD returns.

Shipping:

Aurora Pictures will pay for standard ground shipping to the borrower and SFM will pay for return shipping via FedEx.

The borrower should use the pre-paid FedEx shipping label provided by SFM for return shipping.

Shipping charges on orders received less than eight business days prior to required use date, which necessitate expedited shipping will be the responsibility of the borrower.

Lost or damaged DVDs:

Lost or damaged DVDs will be billed at the displayed SFM discounted price (50% off regular price for most titles). A new copy of the DVD will be provided to the user upon receipt of payment. Purchase discount does not apply to videos in the “HR Products” category.

Purchase option:

Policyholders will have the option to purchase copies of “Safety Products” DVDs at the displayed SFM discounted price (50% off regular price for most titles).

Extended use fee:

Loan periods can be extended longer than the free 28-day period by calling Art Kiffler at Aurora Pictures at (612) 843-2209.

An extended use fee of \$10.00 per week per video will be charged for late DVD returns. The borrower will be billed directly for any extended use charges.