



The Pub Studio
41 Cabul Road
Battersea
London
SW11 2PR
Tel. 020 7652 8525
Fax. 020 7183 1747

TERMS AND CONDITIONS FOR THE HIRE OF THE PUB STUDIO

Definitions:

- “**the Booking Form**” means the Studio booking form which can be found on the Studio website at: http://www.thepubstudio.co.uk/Documents/booking_form.pdf
- “**the Client**” means any person or organisation dealing with the Studio or any servant, employee or subcontractor of such person or organisation;
- “**the Equipment**” means all fixtures and fittings existing in or provided by the Studio including lighting, polyboards and coloramas;
- “**the Studio**” means the Pub Studio, 41 Cabul Road, London SW11 2PR;
- “**us/we/our**” means the Studio.

Studio Premises:

PLEASE NOTE: Adhesive tape is not permitted to be stuck to the studio floor in ANY circumstances.

The Client shall be responsible for all or any costs or expenses incurred by us as a result of any damage by the Client to the fabric or contents (including furniture) of the Studio premises. No alterations decorations or additions to the Studio are permitted without our prior consent. In any event at the end of the hire period, the Studio must be surrendered in the same condition that it was in at the start of the hire period.

Hire fees:

The basic day rate for photographic stills shoots is as agreed with the studio manager prior to the hire. A basic Studio day is from 0900 hours to 1800 hours. Use outside these hours shall be subject to our agreement and the Client will be charged at an additional hourly rate of £110.00 (ex VAT) for overtime outside arranged hours. Following the end of the hire period, an invoice will be sent to the Client detailing amounts payable.

Equipment:

Any Equipment lost, damaged or stolen will be charged to the Client at its full replacement cost. The Client may not remove any Equipment from the Studio premises and all Equipment must be returned promptly at the end of the hire period and in good condition. If the Client has any special requirements for equipment or lighting, please let us know of such requirements and we will use our reasonable endeavours to make provision for these and inform the Client of any additional charges.

Provisional bookings:

Clients may make provisional bookings of the Studio. The Client will be given the chance to confirm their provisional booking but in the event that the Client is unable to confirm, please note that any party who is able to confirm a provisional booking made subsequently, will take priority. It is therefore in the Clients interests to confirm a provisional booking as soon as possible.

Cancellations:

Cancelled confirmed bookings will be charged at 50% total hire fee. Any confirmed bookings cancelled less than 3 working days of intended date of the hire period will be charged at 100% total hire fee.

Client Payments:

Unless otherwise agreed in writing, total payment must be made on receipt of our invoice. Overdue accounts will accrue interest at 4% per month or part thereof.

Security:

Save in respect of anything which cannot be excluded by Statute, neither the Manager nor the Studio takes responsibility for any loss or damages suffered by the Client, caused by, or arising from its use of the Studio or any Equipment. All equipment and valuables brought on to the Studio premises by the Client shall be at the Client's own risk. It is in the Client's best interests to make sure that they have sufficient insurance to cover themselves and their equipment. CCTV is in operation both outside and inside the studio. Images are recorded for the sole purpose of crime prevention and your safety. Further information can be obtained from the studio manager.

Client materials:

Unless otherwise agreed with us, materials used in connection with sets and props constructed by the Client and all other equipment are to be collected and removed from the Studio premises at the end of the hire period and at the expense of the Client. If they are not collected by this time, we reserve the right to dispose and recharge any costs associated with so doing. A storage charge may be incurred for each day the Client materials remain.

These terms and conditions shall be read and construed in accordance with English Law.

If you have any queries or would like to make a booking, please contact the Manager, by email info@thepubstudio.co.uk or telephone (Studio) +44 (0) 20 7652 8525