



**STAGE CONTRACT**

This Contract, between Line 204 Studios and Production Company (named herein and hereinafter referred to as Renter) is for the use and rental of Line 204 Studios

East Stage  West Stage  South Stage (check one) for the time period specified herein. Rental rates for any Stage operated by Line 204 Studios are based on a 12 hour day starting not before 6:00AM or after 9:00AM Pacific Standard Time. Opening and or use of Stages before 6:00AM will result in overtime charges for those hours or fractions thereof. When, for whatever reason, use commences after 9:00AM, Renter agrees that the 12-hour day shall begin no later than 9:00AM and that use after the 12 hours will result in overtime charges. It is agreed by both Parties that a rental rate of \$925.00 per 12 hour day shall be charged for each Stage Set-up, Build or Strike Day and a rental rate \$1550.00 per 12 hour day for Preflight and/or Shoot Days. Stage overtime shall be billed at a rate of 10% per hour.

Renter will agree to abide by the terms of payment and regulations for use of the Stage, its equipment and facilities as set forth in this contract. An Authorized Representative of the Renter is required to sign all five pages of this Contract acknowledging acceptance of all terms and regulations set forth herein. The original signed Contract must be returned along with the total, nonrefundable Stage deposit (see below) before Stage will be considered rented. Upon completion of this contract and payment of the Deposit East/West/South Stage will be booked for rental use.

**Renter acknowledges cancellation policy.** All cancellations must be made with stage representative at Line 204 one week prior to start date that is stated on contract. Cancellations made one week prior to start date will only pay the nonrefundable deposit. Cancellations made inside one week prior to start date that is stated on contract will be billed at a rate of **\$2500.00** per day for dates stated on Contract. In the event that Line 204 rents stage for said dates then Cancellation fees may be waved but not the nonrefundable deposit.

**Payments made Payable to Line 204.** Renter acknowledges and agrees that the days and dates of Stage and or office usage herein are firm and that any change or cancellation shall in no way relieve Renter of the obligation for payments made or due as hereinbefore set forth. Renter also agrees that all Deposits are nonrefundable and Line 204 Studios shall have no obligation to provide Stage or office use for any alternate days as a substitute for days which are herein specified. Renter agrees that any and all balances remaining shall be paid in full within 3 business days after finalizing job with a Line 204 Representative and if invoices are not paid then Renter shall lose any and all discounts applied to invoices and full amount shall be due. **Credit Cards:** Line 204 does accept all major credit cards. Renter acknowledges that there is a 3% Surcharge for all Credit Card charges.

**Renter acknowledges that all Deposits are non-refundable.**

Any deposit amount paid will be deducted from the final bill which shall include but not be limited to: Stage rental; cable, electrical, grip and lighting equipment rental and or usage including sub-rented equipment; power; station-to-station and long distance telephone services, copy and FAX machine use. Line 204 Studios does not guarantee Stage availability should extra days become necessary to complete this job. In the event litigation is required in connection with this Contract, the non-prevailing party agrees to pay any and all reasonable attorney's fees to the prevailing party.

**BALANCE IS DUE AND PAYABLE WITHIN 3 BUSINESS DAYS OF VACATING PREMISES AND IF PAYMENT HAS NOT BEEN RECEIVED IN SPECIFIED TIME FRAME THEN RENTER SHALL LOSE ALL DISCOUNTS.**

Company: \_\_\_\_\_ Representative: \_\_\_\_\_  
Job Name: \_\_\_\_\_ Purchase Order: \_\_\_\_\_  
Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By signing this Contract I, the Authorized Representative for the Production Company named herein, acknowledge that I have read all 5 pages of this Contract and agree to comply with and bind Production Company to same.

**Representative must sign all pages.**



## Stage Regulations

Renter agrees to abide by the terms of payment and regulations for use of the Stage, its equipment and facilities as set forth in this Contract. In the event litigation is required to enforce the terms of this Contract, Renter agrees to pay any and all attorney, court or other fees where Line 204 Studios is required to employ legal counsel.

No person or vehicle is allowed on Stage without proper insurance and proof thereof.

Renter must provide proof of liability insurance naming Line 204 Studios as ADDITIONALLY INSURED FOR ONE MILLION DOLLARS AND LOSS PAYEE FOR \$100,000.00 before Stage booking will be considered firm. Renter shall also secure and maintain Workmen's Compensation Insurance covering all personnel in Renter's employ or supplied by others. The insurance coverage shall commence when the rental term begins and shall remain in full force and effect until the rental term ends and Renter completely vacates the premises. Line 204 Studios has no liability or responsibility for the damage or injury to any person or property, including without limitation filmed sequences and any and all costs incurred in the production of such sequences arising directly or indirectly from or attributable to the renting or use of any equipment or space owned and or operated by Line 204 Studios. In addition to filmed sequences, equipment and property includes but is not limited to computers, cellular phones, video and audio recording and playback equipment, TV's and monitors kits, tools, wardrobe, props, set dressings and product. Renter agrees that all equipment and property brought to and or stored at Line 204 Studios is the sole responsibility of the owner and or Renter who shall hold Line 204 Studios harmless in the event of any damage to or loss thereof. Renter also agrees to indemnify and hold Line 204 Studios harmless from any and all claims, demands, causes of action, suits, proceedings, costs, expenses, damages and liabilities including any or all attorney fees arising directly or indirectly out of, connected with, or resulting from the renting or use of any equipment or space owned and or operated by Line 204 Studios.

### No Outside Vendors Allowed.

**Lighting / Grip / Production Supplies / Expendables / Steel Deck / Big Equipment / Set Furniture / Communications will be supplied by Line 204 unless approved by an authorized representative of Line 204.**

All equipment sub-rental arrangements must be made through Line 204 Studios Stage Managers. All equipment and materials owned by Line 204 Studios, not specifically listed herein, will be billed as used. For the term of the Contract, Renter shall be fully responsible for the proper use, maintenance and satisfactory return of any or all Line 204 Studios cable packages, lighting and grip equipment, sub-rental equipment and any ancillary equipment and supplies that may have been provided. Renter agrees to have on staff for all days personnel qualified to tie in, operate, maintain and strike any or all equipment used. Electrical, lighting, grip, special effects and any or all potentially hazardous equipment shall be operated only by qualified persons properly licensed (where applicable). Line 204 Studios will not be responsible for delays or down time caused by inability to operate equipment and or equipment failure. Operation of any equipment is done at the sole risk of the individual and Renter agrees to hold Line 204 Studios harmless should personal bodily injury and or delays occur during said operation, except for the gross negligence or willful misconduct on the part of Line 204 Studios. Renter agrees to pay all invoices for overtime and or additional Stage charges, services, labor, materials, supplies and or equipment not specifically provided for and included as part of this Contract, upon presentation of such invoices to Renter. Renter also agrees to pay all invoices for missing or damaged equipment. All invoices subject to inventory review.

No pictures, director's chairs, furniture, plants, etc. may be removed or used as production props from the lobby or offices without consent of the Stage Manager. Use of Line 204 Studios exteriors or off-Stage interiors as location sets are by quotation. Rates and terms of payments must be negotiated with Line 204 Studios prior to any such use.

Any damage, abuse or theft of property belonging to Line 204 Studios will be charged to Renter. Trash must be removed from Stage, kitchen, dressing and make-up rooms, production office, etc. at the end of each day. Aforementioned areas must be left thoroughly clean at the end of each day or Renter may expect to be charged an additional cleaning fee of at least \$200.00/day.

**See Stage Manager for dumpster regulations specific to each Stage.**

Renter shall not, without Line 204 Studios prior written consent, make any alterations to Stage, cyc, floor or walls. As a condition to grant consent, Line 204 Studios may require Renter to remove such alterations and restore premises to prior condition. No ram setting or drilling into Stage floors. Do not nail, staple, glue or tape anything to cyc walls.

Representative: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By signing this Contract I, the Authorized Representative for the Production Company named herein, acknowledge that I have read all 5 pages of this Contract and agree to comply with and bind Production Company to same.



**Painting**

The Cyc wall is pristine white and the floor is not. If stage floor needs to be pristine white please note it in the painting required box (additional charges apply). Cyc walls and floor may be painted other colors, but must be returned to white. Cyc must be clean and undamaged at the end of rental.

All painting must be arranged by Line 204 Studios. Painting charged per quotation. Use of spray paint/spray equipment is not allowed on Stage without prior consent.

**Painting Required:** \_\_\_\_\_

**Start Date:** \_\_\_\_\_ **End Date:** \_\_\_\_\_ **Fees & Terms:** \_\_\_\_\_

Renter agrees to leave Stage broom clean, free of trash and otherwise “as received” on final day. All tape must be removed from floor. Strike must be completed in time allotted. Line 204 Studios reserves the right to employ such personnel, vehicles and or equipment as necessary to complete any unfinished strike and or cleaning and Renter agrees to pay all invoices presented by Line 204 Studios for such.

While renting, Renter shall, at Renter’s sole cost and expense, fully, diligently and in a timely manner, comply with and abide by all laws, rules, regulations, ordinances, directives, covenants, easements, and restrictions of record, permits, and the requirements of any applicable fire insurance underwriter, general insurance underwriter or rating bureau, Line 204 Studios, the property owners, City of Los Angeles and State of California regarding fire prevention, use and removal of hazardous wastes, use of electricity and parking of vehicles holding Line 204 Studios harmless in any violations thereof. Line 204 Studios will also not assume responsibility for any damage or delay caused by failure of any utility including but not limited to electric power, gas, water and or telephone whether service interruption occurs on public or private property; acts of God and or Nature; riot or civil disobedience; or any other factor not directly related to Line 204 Studios, it’s equipment and facilities. Line 204 Studios will not be held responsible for any vehicle or its contents whether in use or parked on public or private property.

Line 204 Studios, its officers and employees shall have full access to all areas owned and or operated by Line 204 Studios at all times. Line 204 Studios reserves the right to deny access to any or all areas owned and or operated by Line 204 Studios, to any party for any reason.

Renter agrees that the rental agreement represented by the Contract in no way entitles the Renter to any interest in real property nor does the Renter by signing this Contract have the right to act for or on behalf of Line 204 Studios in any agreement, contract, sub-rent, purchase or anything which shall be binding on Line 204 Studios. Renter shall hold Line 204 Studios, its officers, directors, agents and or their heirs or assigns, forever harmless by reason of any acts of Renter which are not expressly permitted or which are forbidden by this Contract.

Renter, if a corporation, represents that he or she has authority to enter into this Contract, bind said corporation to same, and has vested in the Authorized Representative (if other than Renter) the authority to bind said corporation to same by signing this Contract on behalf of Renter. This Contract contains the entire agreement of the parties and may only be modified in writing, not orally, between the parties hereto. It is further agreed that all invoices shall bear interest after due date of no less than 1.5% per month (18% APR) Amount is nonrefundable. Deposit will be credited against the final bill.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

By signing this Contract I, the Authorized Representative for the Production Company named herein, acknowledge that I have read all 5 pages of this Contract and agree to comply with and bind Production Company to same.

**Line 204 Studios is a Non-Smoking facility.**



STUDIO RATE SHEET

▪ Stage Set-up, Build or Strike*	\$925.00
▪ Stage Pre-Light or Shoot*	\$1550.00
▪ Stage Still Shoots*	Call For Pricing
▪ Stage Down Day (24 Hr Day)	\$250.00
▪ Power 'Per Hour' Pre-Light and Shoot Days	\$55.00
▪ Power for 12 Hour Build or Strike Day	\$150.00
▪ Air Conditioning (per hour)	\$50.00
▪ Telephones - per line	\$20.00
▪ Telephones - Long Distance Charges	per usage
▪ Stage Manager, 12 Hour Day	\$250.00
▪ Stage Manager - Overtime 'per hour'	\$35.00
▪ Dressing Room - each per day	\$45.00
▪ Trash Bin	\$50.00
▪ Offsite Parking - per space	\$10.00
▪ Green Rooms w/ 50" Plasma TV, DVD, & Leather Furniture	\$250.00
▪ High Speed Internet - Wireless	\$40.00
▪ Grip Package	\$300.00
▪ Wardrobe Fitting	\$400.00

\*Stage rates are based on 12 hour days. Overages are billed at 10% per hour.

- Additional parking available at two different locations for \$10 per spot.
- 10 on-site parking spaces "NO PARKING UNDER CANOPY"
- Stage must be returned to its original condition
- Standard certificate of insurance required - million/million
- No Outside Vendors Allowed. All Lighting, Grip, Production Supplies, Steel Deck, Expendables, Communications, Big Equipment and Set Furniture will be supplied by Line 204 unless approved by an authorized representative of Line 204, LLC.
- **Lighting Orders** must be placed 24 hours prior to first shoot day - this is a must.
- Rental agreement is not binding until contract is signed & half of stage quote is paid.
- Balance of Stage, Add-ons, and Grip & Lighting invoices are due 24 hrs after vacating stage.
- Stage will NOT be held until contracts & deposits (if required) are received.

**LINE 204 Studios is a Non-Smoking facility.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By signing this Contract I, the Authorized Representative for the Production Company named herein, acknowledge that I have read all 5 pages of this Contract and agree to comply with and bind Production Company to same.



To help us serve you better please fill out this sheet to **the best of your knowledge**. It can get busy over here with a couple of shoots going so this will help us to accommodate you with all your needs with as little confusion as possible. Thank you, Line **204** Studios.

East Stage  West Stage  South Stage (check one)  
If using a Cyc Stage does the floor need to be Pristine White Also?  Yes  No

Shoot Schedule: \_\_\_\_\_  
(Example: B - Build, PL - Prelight, X - Shoot, S - Strike)

Production Office Needed: Y / N                      Dates Needed: \_\_\_\_\_

Dressing Rooms: Y / N - How Many \_\_\_\_\_                      Dates Needed: \_\_\_\_\_

Hair / Make Up: Y / N                      Wardrobe: Y / N

Green Room Needed: Y / N                      Dates Needed: \_\_\_\_\_

Caterer: Y / N - Truck or Drop Off                      Dates: \_\_\_\_\_  
(We can refer you to one if you need us to)

Craft Service: Y / N                      Dates: \_\_\_\_\_

Steel Deck: Y / N - Please contact rental dept. We do **require** you use Line **204**.

Offsite Parking: Y / N - How Many \_\_\_\_\_                      Dates Needed: \_\_\_\_\_

Passenger Van: Y / N                      Dates Needed: \_\_\_\_\_  
(No Charge for Van but we do require you re-fill with gas, if not there will be a fuel charge)

**LINE 204 is a Non-Smoking Facility!!**

Signature: \_\_\_\_\_                      Date: \_\_\_\_\_

By signing this Contract I, the Authorized Representative for the Production Company named herein, acknowledge that I have read all 5 pages of this Contract and agree to comply with and bind Production Company to same.