



EAST & WEST: 1043 Seward St, Hollywood, CA 90038
 SOUTH STAGE: 800 Seward St, Hollywood, CA 90038
 PACOIMA STAGES: 12224 Montague St, Pacoima 91331

STUDIO CONTRACT

This Contract, between **Line 204, LLC** (which may also be referred to herein as “**Line 204**”) and _____ (“**Renter**”), is for the use and rental of Line 204’s:

PACOIMA: NORTH 1 NORTH 2 NORTH 3 NORTH 4

Studio(s) for the following date(s): _____ Thru _____

ALL BALANCES ARE DUE AND PAYABLE WITHIN 5 DAYS OF RECEIPT FROM LINE 204’S FINAL INVOICING

By signing this contract, I, the authorized representative for the company named herein acknowledge that I have read all pages of this contract and agree to comply with and bound to the same.

Client/Company: _____ **Date:** _____
Signature: _____ **Print Name:** _____
Title: _____ **Email:** _____
Job Name: _____ **Job #:** _____ **PO#:** _____

Rental rates: All studios operated by Line 204 are based on a 12-hour day starting when Renter has asked for the doors to be open and ends when the last person leaves in the evening. Opening and or use of Studios for more than 12 hours will result in overtime charges for those hours or fractions thereof. Renter agrees that the 12-hour day shall begin when they have entered the premises and that use after the 12 hours will result in overtime charges. It is agreed by both parties that a flat rental rate of \$ _____ / hr. day shall be charged for each set-up, build or strike day and a flat rental rate of \$ _____ / hr. day shall be charged for each pre light or shoot day. Stage overtime shall be billed at 10% per hour of flat day rate. Renter will agree to abide by terms of payment and regulations for use of the studios selected above, its equipment and facilities as set forth in this Contract. An authorized representative of each party is required to sign all 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 studio deposit (see below) before studio will be considered rented. Upon execution of this contract and payment of studio deposit, the studio will be booked and reserved for Renter’s 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 non-refundable deposit. Cancellations made inside one week prior to start date that is stated on the contract will be billed at a rate of \$3500 per day for dates stated on contract (“Cancellation Fees”). In the event that Line 204 rents the studio(s) selected above for said dates then Cancellation Fees may be waived, but not the non-refundable 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, but only as hereinbefore set forth. Renter also agrees that Line 204 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 to the following terms: that any and all undisputed balances remaining shall be paid in full within 5 days after Renter’s receipt of Line 204’s final bill following the rental or Line 204 will be authorized to charge the credit card provided on file. If Renter is on a prepay account, all rental amounts must be paid prior to the use of the Stage(s). Renter acknowledges that the Stage deposit is non-refundable. Any Stage deposit amount paid will be deducted from the final bill which shall include but not be limited to the remaining balance of studio rental (if any), electrical, grip, lighting, power, production supplies, communications, copy machine usage, rental rates as per Line 204’s equipment order form and as approved in advance by Renter. Line 204 does not guarantee studio availability should extra days become necessary to complete this job. 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.

Line 204 Representative: _____ **204 Initials:** _____ **Renter Initials:** _____



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Insurance requirements: Each party agrees to secure and maintain, at its expense, the following insurance policies from an insurance company having an AM Best's rating of A-VII or better during the entire Stage rental term: (i) Commercial General Liability insurance with limits of \$1,000,000 per occurrence and \$2,000,000 general aggregate; (ii) Workers' Compensation as required by the laws of the state where the Stage is located; (iii) Employer's Liability in an amount of \$1,000,000; and (iv) Excess or umbrella liability insurance with limits of \$2,000,000 per occurrence and general aggregate. Following execution of this Contract, each party shall receive a certificate of insurance from the other party evidencing all such coverages. Each of Renter's policies described in the foregoing clauses (i) and (iv) at all times shall name Line 204 and Michael S. Lichstein as additional insureds. Renter shall grant a waiver of subrogation in favor of such additional insured party for the policies in (ii) and (iii) above. Renter shall provide evidence of the required insurance together with the additional insured endorsements at or before conducting any activity on the premises.

Neither Line 204, nor Michael S. Lichstein shall have any liability or responsibility for the damage or injury to any person or property, including with- out 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 or Michael S. Lichstein, unless such damage or injury (excluding damage to filmed sequences), is caused by Line 204's negligence or misconduct. 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 is the sole responsibility of the owner and or Renter who shall hold Line 204 and Michael S. Lichstein harmless in the event of any damage to or loss thereof.

Renter agrees to indemnify, defend and hold Michael S. Lichstein, Line 204 and their subsidiaries and affiliated corporations and their respective directors, officers, employees, agents, successors and assigns, from and against any and all third party claims, loss, liability, injury, property damage, costs or damages arising from (a) its alleged or actual breach of this Agreement, (b) its negligence or willful misconduct (including that of its representatives) in the performance of this Agreement, or (c) its infringement of the intellectual property rights of another party, connected with, or arising from the renting or use of any equipment or space owned and/or operated by Line 204. This provision shall survive the expiration or termination of this Agreement.

Equipment Rentals: No outside vendors are allowed except as approved by Line 204 in advance. All Lighting, Grip, Production Supplies, Expendables, Steel Deck, Stage Lifts, Set Furniture, Communications, Props 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 stage managers, except as approved by Line 204 in advance. All equipment and materials owned by Line 204, not specifically listed here- in, will be billed as used at rates approved by Renter in advance. 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 cable packages, lighting and grip equipment, sub-rental equipment and any ancillary equipment and supplies that have been rented by Renter. 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 will not be responsible for delays or down time caused by Renter's 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 harmless should personal bodily injury and or delays occur during said operation unless such personal bodily injury is the result of Line 204's negligence or misconduct. 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, provided said charges are approved by Renter in advance, within five (5) days of Renter's receipt of Line 204's undisputed invoices. Renter also agrees to pay all undisputed invoices for missing or damaged equipment. All invoices subject to inventory review and mutual agreement.

Line 204 Representative: _____

204 Initials: ____ **Renter Initials:** _____



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Facility: 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's common areas such as exteriors, parking lots, balcony's or off-stage interiors as location sets are by quotation only with rates and terms of payments to be negotiated with Line 204 prior to any such use. Any damage, abuse or theft of property belonging to Line 204 caused by or attributable to Renter 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 broom clean, and otherwise "as received" at the end of each day, reasonable wear and tear expected, or Renter may expect to be charged additional cleaning fees. See stage manager for dumpster regulations specific to each stage. All art department supplies left behind to be disposed of will accrue additional charges.

Line 204 is a **NON-SMOKING** facility, all smoking must be done in designated areas outside. If smoking is detected in the facility a warning will be given, if smoking continues after the warning you will be charged a fine of \$1500 and a cleaning fee which requires a special machine to remove smoke from the room(s). In extreme cases furniture may need to be replaced due to smoke, ashes or burn marks.

Renter shall not, without Line 204's prior written consent, make any alterations to stage, cyc, floor or walls. As a condition to grant consent, Line 204 may require Renter to remove such alterations and restore premises to prior condition. No ram setting or drilling into stage floors and do not nail, staple, glue or tape anything to cyc walls, all tape must be removed from flooring. All fire or water effects must be approved by Line 204 beforehand with any all safety requirements met.

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 if they are flat based 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, painting charged per quotation. Use of spray paint/spray equipment is not allowed on stage without prior consent. Strike must be completed in time allotted; Line 204 reserves the right to employ such personnel, vehicles and or equipment as necessary to complete any unfinished strike or cleaning to accommodate any upcoming job, Renter agrees to pay all invoices presented by Line 204 for such.

During the rental period, each party, at its sole cost and expense, will fully, diligently and in a timely manner, comply with and abide by all applicable laws, rules, regulations, and ordinances. Renter will abide by Line 204's rules and regulations to the extent provided to Renter for review. Line 204 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 within Line 204's reasonable control (a "Force Majeure Event") provided that Line 204 will refund to Renter any payments made, including any "deposit," in the event a Force Majeure Event renders the Line 204 inoperable and unavailable for use by Renter. Line 204 will not be held responsible for any vehicle owner or controlled by Renter, or its contents, whether in use or parked on public or private property.

Line 204, its officers and employees shall always have full access to all areas owned and or operated by Line 204, but its access will not interfere with Renter's use and quiet enjoyment of the stage. Line 204 reserves the right to deny access to any or all areas owned and or operated by Line 204, 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 in any agreement, contract, sub rent, purchase or anything which shall be binding on Line 204.

Renter, if a corporation or company, represents that its signatory has authority to enter into this Contract, bind said corporation/company to same, and that it has vested in its signatory the authority to bind said corporation/company 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.

Line 204 Representative: _____

204 Initials: _____ **Renter Initials:** _____



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STUDIO REQUESTS

ALL EQUIPMENT (GRIP, LIGHTING, PHOTO, EXPENDABLES) ORDERS MUST BE SENT IN 24 HOURS BEFORE START TIME
PLEASE SEND SUPPLIES, WALKIES, STEEL DECK, TRUCK OR ART DEPARTMENT ORDERS TO SUPPLIES@LINE204.COM

Please fill out to help accommodate your needs while visiting Line 204 Studios.

PACOIMA: NORTH 1 NORTH 2 NORTH 3 NORTH 4

Shoot Schedule:

If using a cyc stage, does the floor need to be pristine white? Yes No

Special Stage Requests / Painting Notes:

Needs

Production Office: Yes No

Dates: _____

Dressing Rooms: Yes No / How Many:

Dates: _____

Hair/Makeup: Yes No

Dates: _____

Wardrobe Room: Yes No

Dates: _____

Green Room: Yes No

Dates: _____

Caterer: Yes No (If yes is it): Truck Drop Off

Dates: _____

Craft Service: Yes No

Dates: _____

Offsite Parking: Yes No / How Many:

Dates: _____

Any Additional Notes / Requests Not Listed:

Line 204 is a **NON-SMOKING** facility

Line 204 Representative: _____

204 Initials: ____ Renter Initials: ____