

### **Terms & Conditions**

# **Booking**

All bookings should be confirmed by the hirer, in writing, prior to the studio rental taking place. Confirmation is made by completing the online GAS Studios confirmation form, only completed confirmation forms will guarantee availability for the agreed period.

## **Options**

Ist options do not guarantee availability until receipt of a confirmation form. Should a client holding a 2nd option wish to confirm a booking the client holding the 1st option will be notified and given a fair and reasonable amount of time to action their option. Studio options will be held for a maximum duration of two weeks. All studio pencils unconfirmed by the client 48 hours prior to the date of the shoot will be released.

#### **Cancellations**

Cancellations of confirmed bookings, made within 48hrs of the 1st or only specified shoot date, will be subject to 100% of the studio hire rate plus all costs incurred by GAS Production Hire. Confirmed bookings cancelled before this time will be subject to 50% of the studio hire rate.

## **Rates and Charges**

Rates for the studio hire will be as per the studio confirmation. All charges are subject to VAT at the current rate. Additional services such as, but not limited to, equipment hire, catering, refreshments, set build, damages and specialist cleaning will be charged in addition to the studio rate.

#### **Overtime**

Our standard studio hours are 9am – 6pm, overtime charges will apply if the studio is occupied by any single crew member outside of these hours. Overtime will be charged per hour at the agreed rate.

#### **Payment Terms**

100% of the studio hire costs must be paid prior to the shoot date. All other charges must be paid on NET 30 terms. GAS Production Hire reserves the right to charge statutory interest under the terms of The Late Payments of Commercial Debts Act 1998. Any disagreements with the invoice must be raised within 7 working days of the invoice date.

#### **Damages**

All hirer, and anyone who attends the studio in association with the hirer, must leave the studio and communal areas in the state they were found prior to client occupancy, forgiving standard wear and tear. The hirer is liable for any damages to the studio building, fixtures, fittings, furniture, or appliances therein. The value of charges for damages will be set to cover the full cost of repair or replacement of such items as appropriate. General cleaning is included within the studio hire, however, should specialist cleaning or painting be required additional charges will incur.

#### Waste

Standard waste is inclusive of all bins provided throughout your hired area. Should you need any additional waste removal, this must be agreed in advance and will incur additional charges which must be settled prior to your visit. Any waste left beyond the agreed terms will incur additional fees.

## **Lighting & Equipment Hire**

Equipment lists require confirmation by 12 noon the day prior to the shoot. Any notice period shorter than this may result in unavailability or delayed delivery of equipment. Hirers may bring their personal equipment to the studio; however, all rental lighting and equipment hire must be ordered through Gas Production Hire, we do not allow 3rd party rental companies to supply our studios without prior written permission. Nonadherence will result in additional charges.



## Personal Property and Equipment

GAS Studios will not be held responsible for loss or damage to any equipment or personal property of the hirer. No hirer property will be covered by any insurance held by GAS Studios. Any items left on the premises are left at the Hirer's own risk.

#### **Deliveries and Collections**

GAS Studios can accept deliveries and collections of the Hirer's property such as props, equipment, products, etc. between the hours of 9am – 6pm and up to 24hrs before or after the specified shoot date/s. For any items left on the premises outside of this, storage charges will apply. All items should be clearly labelled with studio courier sheets filled in and attached to items.

## **Parking**

We can provide up 2 parking spaces per studio, these can be booked in advance upon booking. Vehicles are left at the owner's risk; GAS Production Hire cannot be held responsible for any damages or theft to/ from vehicles parked at the studio. Parking at studios A, B & C is subject to parking permits which can be obtained from a member of the studio staff. Any parking fines resulting from non-display of permits will be the responsibility of the registered car owner.

### **Catering and Refreshments**

GAS Studios has partnered with Jones & Sons to provide in-house, full-service catering which is ordered via our website. We charge a corkage fee of £100 to bring in any external catering. GAS Studios will also provide snacks, refreshments, and barista coffee (Studio A, B, C only) which are charged as used.

## Equipment

All equipment hired from GAS must be packed down and left as it was found at the end of the shoot. Any equipment left for staff to pack up will incur extra charges.

## Insurance and Liability

The use of GAS studios and equipment is entirely at the hirer's risk. GAS Production Hire Ltd will not be held liable for any consequential damage, injury or loss to the hirer, their part or possessions whilst using our premises. GAS cannot accept liability for loss or damage, (including loss of earnings) incurred to the Hirer by circumstances that are out of reasonable control of GAS Production Hire Ltd, including (but not limited to) power cuts, fire, flood, Acts of God, war, civil disturbance, or industrial action.