

Conditions for Hire of Gap Studios West

Clarification of terms

The 'Customer' means the person, company or organisation hiring the studio and includes all personnel working for or connected with the customer on whatever basis.

The 'hire period' includes all the time when the hirer is in occupation including times when hirer's equipment or other belongings are in the building even though the building is locked and no one is present.

The 'studio' means all or any part of the building including the grounds and surroundings, even those not specifically hired to the customer.

The Agreement

1. Gap Studios West makes no claims for the fitness of purpose of any aspect of the studio. Customers should ask to check out the suitability of any element before their hire period commences. Gap Studios West reserve the right to make a charge for time spent proving fitness for purpose.
2. Gap Studios West can make no promises as to availability of the studio unless agreed in writing. The period of hire cannot be extended except by prior agreement with Gap Studios West.
3. Gap Studios West does not provide insurance cover for customers hiring the studio. The sign reproduced at the end of this document is displayed in a prominent position in the studio. It forms part of the hire agreement but does not limit it. To the satisfaction of Gap Studios West, customers will repair damage and make good losses they cause during the hire period including TV, Hi-Fi, kitchen equipment, furniture, damage to walls etc.
4. Use of high-heeled shoes and sharp objects on sofas and furnishings is strictly prohibited. Moving of furniture is by prior arrangement only.
5. Any usage of paper rolls during the hire period will be charged at £10 per meter.
6. The use of the reception area is for reception/welcome/waiting area only. It is not for photographic use unless with prior arrangement with Gap Studios West.
7. The customer agrees to protect the studio against theft and damage. The customer accepts responsibility for ensuring security throughout the hire period.
8. The customer takes responsibility for following all fire and safety rules during the hire period.
9. Gap Studios West shall have no liability to the customer for consequential losses, which result from power cuts, external noise or other events or breakdowns which delay or prevent use of the studio. Liability shall be limited to an additional hire period at the discretion of Gap Studios West
10. During the hire period the customer shall not cause noise or other disturbance in the neighborhood, which could lead to action by individuals or organizations against the studio.
11. When entering any other area of the building without being accompanied by a representative of Gap Studios West, a customer accepts responsibility for ensuring the safety and security of that area even though that area has not been hired to the customer.

12. Any defects found in the studio infrastructure should be brought to a representative of Gap Studios West's attention. A customer who identifies an unacceptable risk then continues to work is deemed to accept liability for any consequences that follow.
13. Unless agreed in writing the customer takes responsibility for all costs incurred by their use of the studio including, telephone bills, equipment hire, taxis, food and the like.
14. At the end of the hire period the customer agrees to leave the studio in a condition equal to or better than it's condition at the commencement of the hire period.
15. The hire period does not end until the studio is formally handed back to a representative of Gap Studios West. Do not walk away at the end of the shoot without ensuring the safety of the studio.
16. In the event of a confirmed hire being cancelled, Gap Studios West reserve the right to charge a cancellation fee equivalent not exceeding the cost of hire.
17. All payments to be paid in advance or a deposit left and the full amount settled in full on the last day of the hire period
18. Half-day studio rental hire is 4 hours. A full day is 8 hours. Any additional hours will be charged at £50 per hour.
19. Gap Studios West is a no smoking premises
20. Customers who do not understand any of these terms and conditions should seek clarification from a representative of Gap Studios West.