



## STUDIO USAGE AGREEMENT

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This Studio Usage Agreement is entered into this is entered into this day of \_\_\_/\_\_\_/\_\_\_, by and between Just 4 Us Foundation (JFUF), located at 2202 Conowingo RD and \_\_\_\_\_, a Filmmaker/Artist whose address is: \_\_\_\_\_.

FILMMAKER/ARTIST has requested JFUF to allow FILMMAKER/ARTIST to use It's A Wrap Studio (IAWS):

### PROPOSED USAGE DATE (s) & PROJECT TITLE:

The proposed date of usages is on \_\_\_/\_\_\_/\_\_\_. The title of the project is \_\_\_\_\_.

**TERMS OF USAGE:** By signing this agreement, Filmmaker/Artist(s) agree to the following:

**RATES:** Hourly \$75.00 (Equipment setup or hair and makeup that will require extra time needs to be factored into the rental quote.) There is a **4-hour** minimum usage.

A **50%** retainer is required to hold IAWS and the production date. The retainer will be applied to final bill. IAWS will not be reserved until retainer and signed agreement are submitted and received by the JFUF. The retainer is **non-refundable**.

IAWS is to be used for legal business activities only. There is absolutely **NO SMOKING, VAPING or ALCOHOL** allowed in the building. Cigarette Smoking is allowed outside the building and FILMMAKER/ARTIST will be held responsible for clean-up of smoking-related debris (ashes, cigarettes, etc.) before leaving. Failure to do so will result in a \$75 cleaning fee.

### ARRIVE AND LEAVE ON TIME

IAWS usage shall start and end as set forth in this Agreement; set-up and clean-up time must take place during hours set forth in this Agreement. An overtime charge of **\$100.00 will be** applied for the first 15 minutes and each hour thereafter that extends beyond usage terms, as set forth in this Agreement. (It is advisable that you schedule your production, wisely)

### FILMMAKER/ARTIST MUST:

Be present at all times during the usage.

Keep the production or session contained within the IAWS

Maintain adult supervision of minors at all times

Be mindful of neighboring businesses

Park only in designated spaces (in rear of building)

Clean up trash or other items on premises prior to leaving- Failure to do so will result in a \$100 cleaning fee.

### IAWS & EQUIPMENT (if applicable) SUPPLIED:

The JFUF agrees to provide IAWS in good working order but makes no special guarantees as to said IAWSs functionality or suitability to Filmmakers purposes. The Filmmaker is entitled to use



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the **entire** studio, (**Main Administrative Office is excluded**), lighting equipment, (if available), photography props, studio props, clothing and any furniture in IAWS at the time of usage.. JFUF is not liable for acts out of its control that affect the shoot, such as power outages, weather, emergencies, or Acts of God. Filmmaker agrees to return all equipment, IAWS, props and furniture in the condition it was provided and to immediately notify the IAWS of any damage, failure, or change in equipment provided. Rental furniture may be taken outside, one piece at a time. If there is inclement weather in the forecast (rain, snow, etc.) the furniture **may not** be taken outdoors. Please do not move any pieces larger than a single chair without two people present to move it without dragging the legs.

### **DAMAGE TO EQUIPMENT, FURNITURE, OR IAWS:**

Filmmaker agrees to pay for any repairs or replacement costs of equipment, furniture, or damages made by filmmaker, cast, crew, or clients, any and all visitors, within 3 business days. Filmmaker agrees to leave the IAWS in the condition it was found. Failure to do so with result in a \$75 cleaning fee.

The Filmmaker agrees that the JFUF holds no liability for any damage or injury caused by use of rental items to Filmmaker or any third party. The Filmmaker assumes all risk of personal property damage or personal injury. If any accident involving the IAWS's rental items has occurred while it is in the Filmmaker's possession, Filmmaker shall make the JFUF aware by written statement of details of occurrence of event including police report and names and addresses of witnesses, if applicable.

### **LIABILITY:**

**Filmmaker agrees to get a signed Liability Release from all persons that will be on the premises prior to use of IAWS. The IAWS will not be held liable for any injuries or accidents to the Filmmaker, Filmmaker's employees, Filmmaker's contractors, Filmmaker's clients, or any and all Filmmaker's visitors that occur within or outside the IAWS premises.**

### **Use of the IAWS requires the following in advance:**

- Signed IAWS Usage Agreement
- Payment of Deposit
- Signed Liability Waiver and Releases for all persons who will be in attendance at the IAWS
- Photocopy of Filmmaker's Driver's License

IAWS is to be used for the purpose of a cinematography/photography IAWS, including such activities, as are necessary and usually incidental to such use. JFUF staff shall have the right to inspect the equipment (if applicable) IAWS, and furniture at any time during the usage term. Filmmaker shall make any and all arrangements necessary to permit a representative of the IAWS access to the equipment and IAWS. If a breach of any of the provisions of this agreement occurs, JFUF has the right to revoke Filmmaker's access to IAWS without any liability to and without prejudice to JFUF, the right to receive payment due or accrued to and including date of revocation.



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### SIGNATURE PAGE

I have read all of the above and fully understand and agree to strictly adhere to each section.

\_\_\_\_\_  
Signature of Filmmaker

\_\_\_\_\_  
Signature of JFUF/IAWS Staff

\_\_\_\_\_  
Printed Name of Filmmaker

\_\_\_\_\_  
Printed Name of JFUF/IAWS Staff

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

COPIES TO:

Filmmaker/Artist  
FILE-JFUF-Studio Usage