



Motel Studios
Arch 406 - 408
Long Street
E2 8HG

Client Arrival Time 26/07/2018 18:00
Client Departure Time 28/07/2018 21:00

Created Date 17/05/2018
Expiration Date 18/05/2018
Quote Number 00001118

Bill To Name Boda Skins Ltd
Bill To Unit B4/ 9
325 ORDSALL LANE
Salford,
Manchester
M5 3LW
United Kingdom

Contact Name Suzie Jakobi
Email suzie@bodaskins.com
Description DRY HIRE of MOTEL Studio 1 for BODA SKINS
Sample Sale. **Overtime rate agreed at £100
per hour**

| Product | Line Item Description | Sales Price | Quantity | Total Price |
|--|--|-------------|----------|-------------|
| VENUE HIRE: GET IN DAY CORPORATE EVENT 9am-6pm | Get in and set up 6-9pm | £300.00 | 1.00 | £300.00 |
| VENUE HIRE: Studio 1 POP UP STORE/WORKSHOP 9am-6pm | Sample Sale Day 1 Access 9am-9pm | £1,050.00 | 1.00 | £1,050.00 |
| VENUE HIRE: Studio 1 POP UP STORE/WORKSHOP 9am-6pm | Sample Sale Day 2 Access 10am-7pm then Pack down 7pm-9pm | £1,050.00 | 1.00 | £1,050.00 |
| VENUE SERVICES: Storage per hour. Minimum 3 Hours. | Storage of products onsite until 30th July 12 midday | £100.00 | 1.00 | £100.00 |

Subtotal £2,500.00
Total Price £2,500.00
Grand Total £2,500.00

All prices as quoted plus UK VAT at 20%

Do you require use of the 3 Phase 63A? (Flat rate of £25 ex vat per day) **YES NO**

Unless pre-arranged overtime is charged outside the agreed hours at a rate of £300/hr before midnight and £500/hr after midnight.

I hereby confirm that I am proceeding with the booking as detailed above and fully accept the terms and conditions attached.

Signature:

Name:

Title:

Date:



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TERMS & CONDITIONS

Clarification of terms

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

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

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

'Motel Studios' is a trading name of John Wright Photography Ltd.

The Agreement

Motel Studios can make no promises as to availability of the venue unless agreed in writing. The period of hire cannot be extended except by prior agreement.

Motel Studios provide only public liability insurance cover for clients hiring the studio. Loss or damage to the client's possessions or equipment, damage caused by the client and/or accidents caused by the client are in no way the responsibility of Motel Studios. To the satisfaction of Motel Studios, clients will repair damage and make good losses they cause during the hire period.

The client agrees to protect the venue against theft and damage. The client accepts responsibility for ensuring security throughout the hire period.

The client takes responsibility for following all fire and safety rules during the hire period. A representative of Motel studios will be available to provide training upon request at a mutually convenient time before the hire commences.

Motel Studios shall have no liability to the client for consequential losses which result from power cuts, external noise or other events or breakdowns which delay or prevent use of the venue.
During the hire period the client shall not cause noise or other disturbance in the neighbourhood which could lead to action by individuals or organisations against the venue.

When entering any other area of the building without being accompanied by an agent of Motel Studios, a client accepts responsibility for ensuring the safety and security of that area even though that area has not been hired to the client.

Any defects found in the venue infrastructure should be brought to the attention of a representative of Motel. A client who identifies an unacceptable risk then continues to work is deemed to accept liability for any consequences that follow.

Unless agreed in writing the client takes responsibility for all costs incurred by their use of the venue including equipment hire, third party service hire, taxis, food and the like.

At the time of booking the client must make clear the services and quantities required. There will be no refund for services cancelled or quantities amended within 30 days of the booking.

If a pre-paid bar package is booked and the number of attendees exceed the quantity booked, additional attendees will be charged at double the pre-booked rate. Corkage will be charged @ £5 per person for any alcohol not supplied by Motel.

A guest list (complete list of all attendees including yourself) must be provided to Motel at least 7 days before the booking. Any people that are not on the list will not be allowed entry.

At the end of the hire period the client agrees to leave the venue in a condition equal to or better than its condition at the commencement of the hire period.

The hire period does not end until all items you have brought in to the venue have been removed and the venue is formally handed back to a representative of Motel. Do not walk away at the end of the hire period without ensuring the security of the venue.

Any items left at the venue will be stored for a maximum of 72 hours. They may be collected between 9am-6pm Monday-Friday (excluding bank holidays). This storage will incur a charge of £300 per 24 hour period. At the end of the 72 hour period all items remaining will be disposed of.

Cancellation

In the event of a booking being cancelled, a cancellation fee will be payable as per the table below:

Cancellation within 90 days of the event = a cancellation fee of 10% of the total cost

Cancellation within 60 days of the event = a cancellation fee of 50% of the total cost

Cancellation within 30 days = 100% of the total cost being due



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Payment Terms

A 20% deposit is required at time of booking. The remaining balance is required 30 days before the event.

Should any dispute arise which is not covered by this document the client agrees to be bound by the generally accepted terms and conditions being applied by other companies who hire out studio and/or location facilities to the media industry.

Clients who do not understand any of these terms and conditions should seek clarification from a Director of Motel Studios.