



The Daylight Studio
 @ Bree Street Studios Building
 17 New Church Street Cape Town
 021 424 8523
 daylightstudio@wavebreakmedia.com
 www.breestreetstudios.co.za

Daylight Studio Booking – STILLS / FILM SHOOT booking form:

Company Name	<input type="text"/>	Job ref	<input type="text"/>
Company address	<input type="text"/>	order no	<input type="text"/>
	<input type="text"/>		
City Code	<input type="text"/>	Stills/Film	<input type="text"/>
	<input type="text"/>		
Landline	<input type="text"/>		
VAT no.	<input type="text"/>		
Invoice email address	<input type="text"/>		
Production Mgr name	<input type="text"/>		
Cell	<input type="text"/>		
Rental date	<input type="text"/>		
Rental times	<input type="text"/>		

(1st arrival to last departure)

Shoots expected to run after midnight are subject to approval from the buildings body corporate & residential neighbours – this must be obtained by the client before shoot day.

Payment terms & extras

- Payment is due on first day of rental with extras payable on receipt of overtime invoice.

Very Important: we do not accept stock library bookings under any circumstances, due to the conflict of interest for our holding company. This is non-negotiable.

I have read the general information and terms (pg 2) and am in agreement thereof:

Signature	<input type="text"/>	Print name	<input type="text"/>
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Please email this document to daylightstudio@wavebreakmedia.com or Fax 086 560 5328. Consider your booking confirmed only once you have received written notification from the studio manager.

RATES SEASON 2018/2019

STILLS	Full day (08h00–18h00)	R 6 695.65 + R1 004.35 VAT = R 7 700.00
	½ day (08h00–13h00 or 13h00–18h00)	R 5 521.74 + R 828.26 VAT = R 6350.00
	Overtime per hour	R 908.70 + R136.30 VAT = R 1 045.00
PLEASE NOTE: NO STOCK LIBRARY SHOOTS ARE PERMITTED AT THE DAYLIGHT STUDIO – NON NEGOTIABLE		
FILM	Full day (06h00–18h00)	R 13 913.04 + R 2 083.96 VAT = R 16 000.00
	½ day (06h00–12h00 or 12h00–18h00)	R 10 782.61 + R 1 617.39 VAT = R 12 400.00
	Overtime per hour	R 1 900.00 + R 1 050.00 VAT = R 2 185.00
	Prep full day (08h00–18h00)	R 7 000.00 + R 1 612.83 VAT = R 12 365.00
	Prep ½ day (13h00–18h00)	R 7 000.00 + R 1 050.00 VAT = R 8 050.00
	Prep overtime per hour	R 1 264.35 + R 189.65 VAT = R 1 454.00
EXTRAS	Weekend or public holidays (building security/day)	R 1695.65 + R 254.35 VAT = R1 950.00
	Blackout curtains @R100/drop (12 for entire blackout)	R1200 + R180 VAT = R 1380
	Ground Filter Coffee (per 250g)	R78.26 + R11.74 VAT = R90
	Painting of curve a colour other than white (light colour*)	R330.43 + R49.57 VAT = R 380
	Painting of curve a colour other than white (dark colour*)	R478.26 + R71.74 VAT = R 550
	*colour paint to be supplied by renter	

K2012/116289/07 Trading as Wavebreak Media at **The Daylight Studio** –
General information & rental terms

Cancellation

- For a one day shoot there is a 50% cancellation fee for cancellation between 24 & 48 hours and 100% fee for cancellation within 24 hours before a confirmed booking.
- Cancellation of a confirmed booking must provide for a minimum period of at least the length of the entire booking with a minimum of two business days. Should a booking be cancelled with less than the prescribed notice, a cancellation fee of 50% of the total base fee will be charged.
- Part cancellation & postponements of confirmed bookings are subject to the above conditions.

Confirmation

- A booking request will not be accepted unless a signed booking form is received or in case of short notice, an email, acknowledging & accepting all terms & conditions.

Stock library shoots

- Stock library footage (of any nature) may **NOT** be shot at The Daylight Studio under any circumstances. This is non-negotiable & management reserves the right to terminate any such shoot and pursue legal action for breach of contract.

Electricity

- The Studio is equipped with 50 amps power supply (several power points & extensions available).
- Three-phase plug is used for the hoist and available on request.
- We don't have a generator and are not liable in case of power failure for any reason.

Cleaning

- When the rental period is finished, the studio must be left ready for the next renter. If cleaning, painting and or pickup is needed, costs will be charged to the renter.

Equipment Hoist

- The motorised hoist may be used free of charge to transport equipment, props and furniture to the studio from street level. It is operated by Daylight staff only, this is non-negotiable.
- Maximum load weight is 120kg.
- The hoist cannot be used in wet weather, high speed winds or after 23h00 (not negotiable).

Liability - The renter acknowledges that K2012116289 t/a The Daylight Studio is exempt from all liability & consequently the client abandons all recourse against K2012116289 t/a The Daylight Studio concerning:

- Physical injury which may be sustained in the premises by any person present.
- Material damages (damage to equipment, accessories, documents or any other asset). The client declares that all equipment & materials made available by The Daylight studio are in good working order and should any of the provided equipment & materials be damaged by the renter, the renter is liable for it's replacement.
- Thefts of, or damages to merchandise or equipment brought onto or left on the premises.
- Any costs as a result of power / electricity failure.
- Malfunction of the hoist.
- In the case of any unforeseen accident or force majeure event such as flood, fire, total or partial strike, lock out etc. This is not limitative.

Parking

- Clients are not permitted to park in garage of Bree Street Studios Building; parking is available at 17 New Church Street, to the right of the main entrance.

Payment terms & extras

- Payment is due on first day of rental with extras payable on receipt of extras invoice.
- Overtime (occupation including first delivery to last collection) will be charged @ hourly rate.
- Late payments are subject to interest fees.
- If bookings are not accurate (eg. Stills booked but actual shoot is for Film) the rate relevant to the ACTUAL shoot will be invoiced & the client will be liable to pay it.

Tips

- Daylight Studio Assistants may receive tips if the renter feels they have earned them.