

## Video Studio Rules

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#### 1. How to book a video studio?

- Call us at +7 (968) 001-99-24 or +7 (499) 707-14-02 (from 9 am to 9 pm) or text us via email [an-x-en@mail.ru](mailto:an-x-en@mail.ru).
- A studio manager will discuss your goals and service package with you and share all information about available studios and dressing rooms.
- 24 hours is the minimum booking time. The reserve will be made after 50%-prepayment of service.
- You can cancel or reschedule your booking no later than 24 hours before the work starts by notifying the studio manager by call. In case of late cancellation, the prepayment will not be refunded.
- In case of force majeure circumstances, please, call the manager as soon as possible, for discussing all questions of prepayment.
- If you are late, the booking time will not be changed. It can be extended only for an additional fee, and if the pavilion is free for booking.

#### 2. How to pay for booking?

The payment details will be provided by the studio manager during the first consultation. Online payment (by card) or cash payment on-site can be possible.

You should sign a contract offer before the work:

[https://r—studios.ru/price/Dogovor\\_oferta.pdf](https://r—studios.ru/price/Dogovor_oferta.pdf)

#### 3. General Studio Safety Rules

- Persons who book studio are responsible for sharing general rules to all participants of the filming process and take care of any actions of all participants. In case of violation of rules or any property damage the legal entity is obliged to repair all damages.

- It is required to follow the safety rules of equipment handling, fire regulations, public order, and all regulatory acts established by Russian legislation.
- We recommend using clean shoes or shoe covers inside the pavilions and dressing rooms.
- Smoking and alcohol drinking in dressing rooms, pavilions or in corridors is prohibited. If it is necessary for artistic filming, please, notify your studio manager in advance.
- If you have drinks or food in the pavilions, please, make all areas completely clean as before. Cleaning can be provided by us for an additional fee.
- It is required to leave the studio in ready-to-work condition with all provided equipment in it.
- If you need to transform areas via additional materials, props, and equipment, warn the manager about the full scope of work.
- Time for equipment installation and dismantling should be included in the reserved time frame.
- It is prohibited to make open fire, use barbecues, fireworks, smoke pots at the studios and to be in a state of alcoholic and narcotic intoxication.
- Work time limit should always be calculated with the video studio manager.