

## Rehearsal Rooms Terms & Conditions

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### SECTION A - MAIN

don't Poke the BEAR is a purpose built Rehearsal and Recording complex. Please note: **All areas of the Studios and rehearsal suites are covered by video surveillance.** These general terms and conditions are for the Safety and Benefit of all who use the facilities.

Any persons may be asked to leave and may be barred from our premises and facilities if they initiate or are involved in any of the following:

- Willful damage to any part of the interior or exterior of the building.
- Graffiti to any part of the interior or exterior of the building.
- Willful damage to studio equipment or hired equipment.
- Tampering, disabling or attempting to disable any Health & Safety equipment or fittings.
- Physical / verbal abuse to staff or don't Poke the BEAR guests and visitors.
- Any activity that constitutes or is regarded as in breach of any part of these Terms and Conditions.

### **\*\*Guests\*\***

As the hirer you have the opportunity to bring in guests for projects. All new users must sign the CLIENT REGISTRATION FORM, but guests may enter having signed the GUEST BOOK at the foyer. It is important that you are aware as the host of these guests that you are responsible for their conduct and safety at the studio facility. Keeping guests to a minimum ensures maximum productivity.

### SECTION B – PAYMENT

Payment is made via PayPal/ credit card when booking the session online. Multiple or recurring bookings can be arranged with staff once paid for in full via credit card/ eftpos.

### SECTION C – CANCELLATION

A minimum of 48 hours notice must be given before session start time to cancel or change a booking, full fee applies if cancelling within 48 hours of session start time.

A cancellation with good reason and with more than 48 hours notice will warrant a credit, where don't Poke the BEAR Staff will arrange a rescheduled session.

Regular cancellation will be frowned upon and booking access will be reviewed.

### SECTION D – LIABILITY

don't Poke the BEAR is not legally responsible for items brought into the premises by the artist. It is recommended that clients obtain insurance to protect against possible expense or loss of article(s) of value left on the premises. This includes instruments as well as any personal items left at don't Poke the BEAR.

## **SECTION E - HEALTH & SAFETY**

### **Fire Evacuation:**

When visiting don't Poke the BEAR studios, please familiarise yourself with the Fire Exit points. In the event of a fire an alarm will sound and visual warning will alert you, please make your way to the nearest Fire Exit following the fire exit signs. The fire assembly point is situated on the car park outside the front door of the don't Poke the BEAR premises.

### **Electrical Safety:**

Bands wishing to use their own equipment do so at their own risk. don't Poke the BEAR will accept no responsibility for any damage or injury caused by faults arising from their use. Repair or replacement costs for any damage to don't Poke the BEAR facilities or equipment arising from the use of non-don't Poke the BEAR equipment will be recovered from the person who booked the room. don't Poke the BEAR requests that any equipment brought in be tested and tagged to comply with AS/NZ 3760 standards for electrical safety.

### **Smoking:**

Smoking is only allowed in the designated smoking area, in the don't Poke the BEAR courtyard. Smoking is NOT permitted anywhere else in the building.

### **Drugs and Alcohol:**

No drugs or alcohol are permitted on the premises at any time. If any person using or distributing drugs is found on the premises, law enforcement will be called immediately.

## **SECTION F – PREMISES & EQUIPMENT**

### **Equipment:**

All studio rehearsal suites are equipped with Vocal PA, Mixing desk and 3 Vocal Microphones. On arrival, the Studio Assistant will provide all equipment that has been requested including any extra hire equipment. The equipment is set and rigged for optimum performance and safety. don't Poke the BEAR equipment is not to be tampered with, removed or reset without prior consultation with a Staff Member. We ask that all of the artist's equipment is to be stored inside the rehearsal suites; and that doors are shut at all times when playing.

### **Accidental Damage:**

Should any accidental damage occur to any part of the Studio, please report it to reception immediately. Failure to do so may result in an accident being interpreted as willful damage.

### **Eating:**

The recreation area within don't Poke the BEAR will be open to members and their guests for consumption of food and drink. Food and drink is NOT allowed in any of the Recording or Rehearsal suites, bottled water is allowed only in locations where it cannot damage equipment if spilled.

### **Anti-Social Behaviour:**

Our staff is here to help and support you. Verbal or physical abuse will not be tolerated and legal proceedings will be initiated against any offender.

### **Car Parking:**

Guests are not permitted to park in the front car park, but are able to use this area to load in musical equipment. Guests are to use the street parking where available.

### **Session Times:**

The hirer and guests are expected to have already packed up and exited by the session end time.