



Welcome to the Studio!

We are pleased that you have decided to spend some time with us. Please take the time to review the following. These are terms and conditions for the use of our space as well as super handy handy tips and important information.

How do I contact you?

You may feel free to contact Mark at 310-800-1999 or Claudia at 205-757-0116.

Where is the Studio located?

We are located on the film lot of MBS Media Campus.

The address is 1600 Rosecrans Ave., Manhattan Beach, CA 90266. We are in the Media Center Building 7, 1st floor, Ste. 101 - through the double doors. Turn left as soon as you enter.

How do I access the Stage?

Load-in and load-out can occur right in front of the building. The stage is on the first floor through three sets of double doors.

Where is the Security Gate?

The security gate is located at the corner of Redondo Ave. (off Rosecrans Ave.) and 33rd Street (off of Aviation Blvd). The gate is operated 24/7.

We are required to notify security in advance of visitors, or otherwise approve all visitors. Please be sure to provide us with your and your guests' names that appears on their IDs so that we can make this process as simple as possible.

We love our security and we do work together as a team to provide you with a safe and comfortable environment to work. They can be very detail-oriented, and the system does go down, names can be spelled wrong, and they can be confused. Nicknames, abbreviations, and spelling errors can cause delays or for guests to not be found in the system. Please be patient and contact us if you have any questions.

General Conduct

Overall, we are very chill. With that said, there are a lot of stages and projects on the lot which are not chill, and closed to the public. While we are very comfortable with visitors and photography within our stage, photography is not permitted on the lot of other stages (inside or outside), including props or people on campus without advance permission. Unapproved photography or video is reason to be denied further access to the lot. No refunds are provided for lot conduct violations and evictions.

Where will I Park?

We strive to provide up to two spaces immediately in front of our building. The remainder can be routed as determined by security, but typically to the garage next to the entrance.

We are located on a very active movie lot. On a typical day more than 2,000 vehicles may move on, past or off the lot. Some days are easy, others very busy. Please follow security's instructions. We do

permit loading and unloading adjacent to the stage.

What is the Studio like?

We are a versatile creative sound stage and host a very wide range of productions, podcasts, shows, live streams, photography and offer state-of-the-art equipment and facilities in each of these categories.

We provide a three-wall set, broadcast desk and set, podcast stage, lighting grid, hanging chains and bars for backdrops and seamless. We also offer a lobby, shared kitchen, water, Internet, television, and marketing billboard (for a customizable experience). Behind the wall, we provide a green room/dressing/makeup area, wardrobe hanging bar, makeup station and additional seating areas.

Is the space soundproof?

The room is soundproof (by industry standards). Virtually no sound from the outside comes into the stage.

The room utilizes InstaQuilt covering on all walls and ceiling. The floor is acoustic rubber apart from the laminated flooring at the stage. While there can be a subtle sound of air moving throughout the venting system, the room is used for major broadcast networks, remotes, celebrity interviews and documentaries/shows day-in and day-out. In other words, the room is soundproof but not silent. We cannot guarantee there will not be a rare sound from outside, indoor construction, sounds within ventilation, stomping from upstairs, etc., but distractions are quite uncommon.

Is the stage air conditioned?

The stage is air conditioned during normal business hours. It can be quite cool and we have no control of the temperature. It is advisable to bring a jacket.

Air conditioning during weekends and non-business hours, including holidays, is available at an additional fee.

How much can we plug in?

Tons! We maintain 200Amps with multiple 100Amp distro boxes which can be positioned anywhere you desire throughout the space.

What lighting is available?

Our grid contains five Arri S60-C Skypanels on the Main Stage, and a total of 10 main lights and lots more set lights; easily controlled via a lighting console. We also can provide an extensive range of additional lighting on stage. The lot is the top provider of lights and gear in the world and what we lack they can provide.

What other gear is available?

We can provide lights, cameras, sound and more! Please feel free to request our extensive gear list if you require cameras, lighting, strobes/flashes, live streaming, or other gear.

How do I use the Internet?

You may feel free to login at: MBSSstudios

The password is: mbss72019

Is there music in-house?

The room offers a bluetooth receiver and speaker system. Look for PYLEUSA on your device.

What are some other amenities?

We offer a coffee maker, microwave, fridge and hot/cold water. As available, coffee, tea, non- dairy creamer and sweeteners are yours to use.

The on-site cafe closed during the last writers/SAG strike. Still, you are in a hotbed of activ- ity, with a coffee shop, grocery store, and a ton of restaurants all within a very short walk.

Within a mile you will find a bookstore, movie theater, electronics store and several hotels.

What are other studio rules?

Like all studios, we have a few standards. Rental and use time begins at the time we agree. Ending time is when we agree that the stage can be presented to another client. Your exit time is when the last person and gear is removed from the stage and the room restored. Be sure to consider this time when you book - planning, setup, staging, etc. all happens within your allocated time unless we agree otherwise.

You agree to leave the room in the condition it was in when you arrived. Cleaning fees can be substantial, particularly if we have a client coming in right away after you. Damage to the studio includes revenue lost if we do not have time to repair your damage. Please treat the studio as if it were your own.

Do not enter other stages or take any photos of other sets or productions. This is absolutely prohibited.

The gear in the studio is typically available for your use, but not necessarily included with your rental. Please ask before using.

What is the policy on holds and cancellations?

We pride ourselves on our undying desire to be reliable. It is typical to receive multiple requests for the same dates and times. Sometimes we even place productions back-to-back and work with everyone in advance to ensure that this is as smooth a process as possible.

We work very hard to be flexible so if you have questions or special requests or accomoda- tions, please ask.

You may feel free to place a hold on a date which is more than 7 days out. A hold is a "right of first refusal". That gives you time to determine whether that is a good date for you. All holds within 7 days are either confirmed or automatically released. It is your obligation to let us know.

In the event a hold is "challenged", which can happen if another request conflicts with yours, you will have the option at that time to confirm or release. Confirmations are no longer cancellable and full payment is due upon confirmation.

Bookings require a deposit of 50% to hold the booking. The booking can be cancelled up until seven days prior for a full refund (see below for exceptions). Unless otherwise agreed, full payment is due seven days prior. Within seven days, but more than three days, 50% of the total amount is non-re- fundable. Within three days, the project is fully obligated. With that said, there are a couple of caveats:

- * In the case of a contract, the contract terms dictate;

- * If there is a competing request for the production dates, we let you know and the entire proj- ect becomes non-cancellable as we will lose everything if we turn down another project and

the existing project ends up cancelling; and

* In any event, any expenses we incur to deliver your project must be reimbursed, regardless of cancellation.

We do work very hard to reschedule bookings which cancel more than one week in advance, and we do offer accommodations for cancellations within one week for good cause. Again, we try to be flexible, but understand that the money you pay keeps stages like ours in business and allows us to offer everyone a great product at a reasonable price.

What about airports and hotels?

Our closest airport is Los Angeles International (10 minutes) and next closest airport is Long Beach Airport (17 miles). Both airports are easy access right off the freeways and are easy Uber/taxi rides should you decide not to rent a vehicle.

There are a number of hotels very close to the Studio. Our top option, the Westdrift is immediately off campus, with more reasonably priced options including the Ayres Hotel, Hyatt House, Springhill Suites and Town Plaza all a short walk away. The Hilton Garden and Home-wood Suites are just a bit further and generally the most economical options (excluding the short Uber). We also have arrangements with local hotels which will offer discounts to lot productions. Please ask if you or your guests are traveling in.

Where is the best pizza?

Our favorite pizza (by far) is located only a few blocks away on Aviation Blvd. Delivery is fine and the pizza tastes great (NY style). Contact Valentino's Brooklyn Style Pizza, Pasta & Subs at 310- 318-5959. We are happy to provide additional recommendations should you request.

Remember common-sense rules?

In general, the lot and stage rules are straightforward and please refer to our additional documentation. Be sure to get permission before bringing pets. Intoxication, illegal or disruptive activity are prohibited. Keep the space clean and safe. Dispose trash. Be considerate of the neighbors. We're easy going. Just let us know if you have any questions and we'll work to accommodate as best we can.

We want you to be happy in our space and welcome any suggestions. Please feel free to contact us with questions or concerns regarding the space or your stay.

We really appreciate having you as one of our guests.