

Intellect Media Co. Studio Rental Agreement

Effective Date: February 9, 2025

This Studio Rental Agreement ("Agreement") is entered into by and between **Intellect Media Co.** ("Owner") and the individual or entity ("Renter") booking the studio. By submitting payment, the Renter agrees to the terms and conditions outlined herein.

1. Studio Details

The studio rental includes access to all furniture, tv, tables, chairs, props, and professional lighting equipment. Renters may bring additional equipment if needed.

2. Entry & Access

- Renters will receive studio instructions and an entry code via SMS at least two hours before the rental period. It is the Renter's responsibility to confirm receipt of this information.
- The bottom door handle must NOT be locked under any circumstances. If locked, the Renter is responsible for locksmith fees or must wait until the Owner is available to unlock it.

3. House Rules

- **Rental Time:**
 - Set-up and clean-up must occur within the scheduled rental time unless discussed prior.
 - Rental time begins at the scheduled start time, regardless of late arrivals.
 - Exiting the studio more than 10 minutes after the scheduled end time will result in an additional ½-hour charge.
 - To extend your rental, contact the Owner for availability. Additional time must be paid for immediately.
- **Studio Care:**
 - Treat the studio with respect. Do not share the entry code with non-renters.
 - Leave the studio clean and organized. A \$50 cleaning fee will be invoiced for excessive mess.
 - Return all furniture to its original position using furniture sliders to avoid floor damage.
 - Renter is responsible for replacing any equipment that has been damaged during their rental.

- **Prohibited Activities:**
 - No animals allowed without prior approval.
 - No spraying of substances, liquids, confetti, confetti balloons, or loose glitter.
 - No candles, incense, flames, or open fires.
 - No taping, nailing, mounting, or adhering items to walls or ceilings without prior consent.
 - No smoking or vaping in the building.
- **Group Size:**
 - Limit your group to 12 people unless prior approval is given. Additional fees may apply for larger groups.

4. Guest Supervision

- The Renter is responsible for supervising all guests at all times.
- The Renter agrees to cover repair or replacement costs for any damage caused by themselves or their guests.

5. Cancellation & Rescheduling

- All payments are non-refundable.
- One reschedule is permitted at no additional cost if requested at least 24 hours before the rental start time.
- Reschedule requests made with less than 24 hours' notice will incur a \$20-per-hour rescheduling fee based on the original booking duration.
- Rescheduled sessions must be completed within 60 days of the original date and cannot be split into multiple sessions.
- In the event of inclement weather, one complimentary reschedule is permitted without penalty.

6. Clean-Up Procedures

- Please clean up after yourself and guests, remove discarded items to the trash.
- Dispose of liquids in the restrooms down the hall.
- Sweep as needed before leaving.
- A \$50 cleaning fee will be invoiced if the studio is not left clean and organized.

7. Building Rules

- Keep all activities contained within the studio.
- Maintain adult supervision of children at all times.

8. Studio & Equipment

Intellect Media Co. provides the studio and equipment in good working order but makes no guarantees regarding functionality or suitability for the Renter's purposes. The Owner is not liable for issues beyond its control, such as power outages, weather, or emergencies.

9. Damage & Liability

- The Renter agrees to pay for repair or replacement costs for any damaged equipment, furniture, props, or studio supplies within three business days. A minimum \$100 fee will apply.
- The Owner is not liable for injuries, accidents, or personal property damage occurring on or off the premises. The Renter assumes all risks.

10. Liability and Indemnification

- The Renter agrees to indemnify, defend, and hold harmless Intellect Media Co., its owners, employees, and affiliates from and against any and all claims, liabilities, damages, losses, costs, or expenses (including reasonable attorney's fees) arising out of or related to:
 - The Renter's use of the studio, equipment, or premises.
 - Any injury, accident, or damage caused by the Renter, their guests, or their equipment.
 - Any breach of this Agreement by the Renter.
- The Renter acknowledges that Intellect Media Co. is not responsible for any loss, theft, or damage to personal property brought into the studio.
- The Renter assumes full responsibility for any risks, injuries, or damages incurred during the rental period.

11. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the state in which Intellect Media Co. operates. Any disputes arising under this Agreement shall be resolved in the courts of that state.

12. Entire Agreement

This Agreement constitutes the entire understanding between the parties and supersedes all prior agreements, representations, or understandings, whether written or

oral. Any amendments to this Agreement must be made in writing and signed by both parties.

13. Contact Information

Owner: Akaylah Hayes

Email: akaylah@intellectmediaco.com

Phone: 414-312-1251

Acknowledgement

By submitting payment, the Renter acknowledges that they have read, fully understand, and agree to adhere to all terms and conditions outlined in this Agreement. The Renter further acknowledges that they are legally bound by this Agreement and assume all responsibilities and liabilities herein.