



Barrandov Studio a.s.

Praha 5 – Hlubočepy | Kříženeckého nám. 322/5 | PSČ 152 00 | www.barrandov.cz

Zapsána u Městského soudu v Praze pod spisovou značkou B 12502 | IČ: 28172469 | DIČ: CZ28172469

Fundus – půjčovna kostýmů a rekvizit | www.fundus.barrandov.cz | fundus@barrandov.cz

Venue Rentals - Filmpoint and Photo-studios – Terms and Conditions

For information, booking and inquiries: fundus@barrandov.cz

(inquiries via e-mail will be answered within 3 business days maximum, unless stated otherwise on our website)

- Venues must be booked several weeks in advance. Exceptions can be granted by venue manager.
- Reservations become valid only after confirmation by venue manager or their Barrandov Studio deputy (Fundus).
- Venue manager or their deputy are authorized to cancel or change the reservation. Their decision is final.
- Filmpoint is located in the Barrandov Studio main building, the Photo-studios are located on the 1st floor of the Costume Department Building (Fundus).

Payment

- The payment can be made directly on site in cash (to the venue manager), or in advance by bank transfer to the Barrandov Studio account. In case of payment by bank transfer, the payment must be made in time so that the transfer comes through before the event.
- **For prices** see the Venue Rentals Price List.
- Rental time and total price is calculated from the Venue Rentals Price List. The charges include preparation time – i.e. catering, setting up the venue, etc. When making a booking it is therefore necessary to reserve also the time for preparation and clean-up before and after the event.
- Venue manager or their deputy are authorized to claim compensation for any damages.

Filmpoint and Photo-Studios Administration

- Filmpoint and the Photo-studios are run by Barrandov Studio Fundus (further referred to as “BS”).
- Filmpoint and Photo-studios Manager (further referred to as “manager”) is the supervisor of the project in accordance with BS regulations.
- The Manager appoints his/her deputies from the ranks of BS staff.
- The Manager is responsible for assets and property records, for Filmpoint and Photo-Studio equipment and their operation, as well as for observance of rules and regulations.
- Rental of property from Filmpoint and the Photo-studios is subject to the Manager’s approval. Renting property or equipment outside of the Filmpoint or Photo-studios venues must be approved by the Manager.
- Further terms and conditions of use, including schedule, are set by the Manager in compliance with BS Rules and Regulations.

Access to Filmpoint Premises

- Filmpoint and Photo-studios are intended for the use of BS staff and renters.
- Access to Filmpoint and Photo-studio is granted only after signing the takeover report.
- The renter is responsible in case they lose the keys; he/she is obliged to recompense any damages.

User rights and responsibilities

- Filmpoint and Photo-studio premises are strictly non-smoking. Use of open fire as well as drinking alcohol on the premises are strictly forbidden. The renter is responsible for keeping order in Filmpoint or Photo-studio venue and for protecting the assets and equipment from damage. The renter is obliged to recompense any damage caused by violation of rules and



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regulations. Any dysfunction, accidents, or equipment breakdown must be reported to the Manager or his/her deputies without delay. Any damages must be compensated in full.

- In case the renter intends to perform activities involving heightened fire hazard, it is his/her duty to consult any such special requirement beforehand with the management's staff and apply for permission. If such is granted (for use of open fire, pyrotechnical special effects, etc.), the renter is obliged to pay for fire emergency supervision provided by the management of the venue. The attendance and size of the fire guard unit as well as the necessity of any such measures is determined solely and exclusively by the lessor and the renter is obliged to fully respect their decision.
- All Filmpoint or Photo-studio equipment is used at the users' risk. Before use they are therefore required to make sure that the equipment shows no damage or malfunction that would prevent safe use. Should they discover any such defect, they are to report it to the Manager immediately and the equipment in question must not be used.
- The renter is forbidden from admitting any person he/she does not personally know on the premises. The renter bears full responsibility for the access and activities of persons he/she admits to the premises of Filmpoint or the Photo-studios. The renter must be personally in attendance throughout the entire time any such persons are present on the premises.
- The last user to leave Filmpoint or the Photo-studios (when no other user is left on the premises) is required to make sure all the windows are closed, all equipment is switched off and all the lights are out.
- Facility operator is not responsible for any damage to or loss of belongings or equipment brought to the premises by the user. The renter and other users are required to take all their belongings with them on leaving the premises. In case of violation of rules and regulations, the visitor will be banned from the premises, without any claim for compensation for investments made. Depending on the seriousness of the violation, it is possible to settle on an alternative sanction, should the Manager of Filmpoint/Photo-studios or his/her deputy be open to such an option.