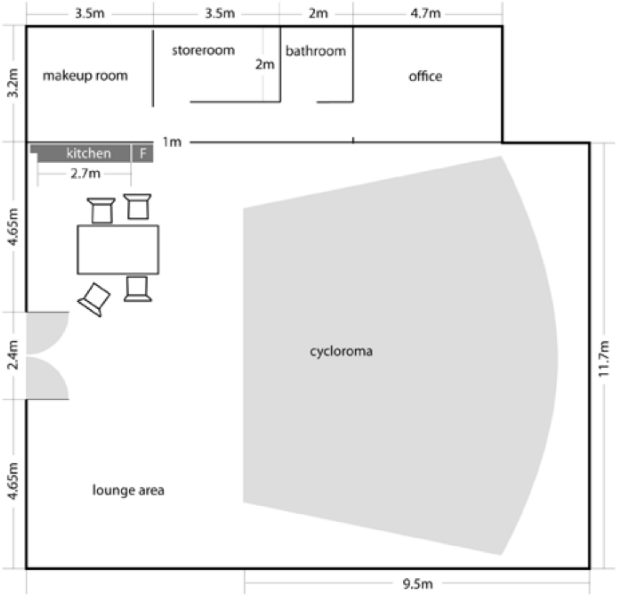
BEIJING PHOTOSPACE

STUDIO RENTAL

Full Day (10 hours between 8:00am to 7:00pm)
Half Day (5 hours 8:00am-1:00pm or 2:00pm-7:00pm)
Overtime (Per hour rate outside the booked time)

Facilities:

- 2-Dock backlit make up room
- Steamer & ironing board for wardrobe
- Private bathroom with shower
- Wifi
- Air-conditioning
- iPod capable stereo system
- Fully equipped kitchen
- Client lounge area
- Coffee machine
- 20kw power supply
- Ground floor car access



MAP TO STUDIO

BEIJING
PHOTOSPACE

TERMS AND CONDITIONS 条款

STUDIO RENTAL 影棚租赁

The BPS rental studio comprises a white cyclorama, client lounge area, makeup room plus fitted kitchen and bathroom. Air conditioning, an iPod stereo-system, wireless Internet and complimentary coffee is available throughout.
北京摄影空间影棚包括白色无影墙、 休息区、化妆间、整体厨房和卫生间，同时提供 24 小时冷暖空调、无线网络、ipod 立体声系统及免费咖啡。

A full day studio hire provides for up to 10 hours occupancy, Monday to Saturday, 8am – 7pm. The half-day rate provides for up to 5 hours in the morning before 1pm, or up to five hours in the afternoon from 2pm.
影棚周一至周六可全天租赁，上午八点起至下午七点止，十小时以上视作超时；可在下午一点前或两点后用作半天租赁，五小时以上视作超时。

Overtime is charged at 500 RMB per hour while a booking on a Sunday or a public holiday will incur an extra fee of 500 RMB.
超时费用为每小时人民币 500 元。周日及公共假期租赁额外收取费用人民币 500 元。

A 50% deposit is required to confirm all studio bookings. Full payment must be made on the day of hire, including any equipment used. Cancellation of a confirmed booking must be made at least 48 hours in advance otherwise clients will be subject to a charge of 50% of contracted revenue.
所有出租预订要求提前支付 50%押金，作为确认。客户需在租赁当天支付包括所有租赁器材在内的全额费用。取消预订时，客户须提前 48 个小时通知。否则，北京摄影空间有权收取相当于合同金额 50%的费用。

Clients may not bring lighting and grip equipment onto the premises, unless under prior agreement.
除非有预先协议，客户不得在影棚内使用自己的灯光和器材。拍摄期间所有饮食需与影棚人员进行协调安排。

Clients are encouraged to check regarding rental items not listed by BPS as these are often possible to source via our extensive network of suppliers.
如器材单上没有所需器材，请另行确认，我们可以通过供应商为您提供。

The studio and all equipment must be returned by the lessee and not sub-leased or assigned to another party. The studio and all equipment hired will be maintained and serviced in a professional manner and returned undamaged and in full working order.
影棚和所租器材需承租人亲自按时归还，且不得转租或转交给其他任何一方。客户使用影棚及摄影器材时需注意专业操作，归还时确保没有任何损坏且能完全正常工作。

The BPS studio is rented in a clean condition with a white cyclorama and the lessee will undertake to return it clean and free of equipment or props and other waste. If the cyclo needs to be cleaned after a shoot 400 RMB will be charged. Any extra cleaning (beyond normal use) or repair costs will also be charged to clients.
北京摄影空间确保影棚和无影墙在出租时呈清洁状态，客户有义务在归还前清理现场，不得遗留任何器材、道具或杂物。如果拍摄结束后无影墙需进行清洁，客户应交纳相关费用人民币 400 元，以及任何额外的清洁（超过正常使用范围外）或维修成本。

TERMS AND CONDITIONS CONTINUED…条款

STUDIO RENTAL 影棚租赁 Continued…

Studio furniture may be used in a normal way or as a prop, on agreement with BPS staff. Users may not alter, modify, paint or cover furniture. Any damage to furniture or fittings will be the liability of the hirer. Damaged items may be charged at full replacement cost.
获得北京摄影空间员工同意后，客户可正常使用棚内家具或用作道具，但不得对家具做任何改动、修改、粉刷或覆盖。承租人需承担对家具和配置的任何损坏，并全额赔偿已损坏的项目。

All food orders must be coordinated through studio staff. BPS offers a full range of catering services or local food deliveries and provides a full range of plates and glasses for complimentary use.
拍摄期间所有饮食需与影棚人员进行协调安排。我们提供一系列的餐饮和外卖服务，并可免费提供杯盘等餐具。

BPS management has the right to change prices and rates without notice. Fees shall be confirmed prior to shooting.
本公司保留修改此价格单的一切权利，而无需另行通知。费用应在拍摄前协定。

TERMS AND CONDITIONS CONTINUED…条款

OTHER TERMS 其他条款

All equipment and studio rental charges and any production fees are due in full by the completion of a rental or project, unless otherwise arranged.
所有器材和影棚租金及相关制作费用（如无其他安排）应在租赁到期或项目完成时全额支付。

Transportation and BPS assistants may be booked in advance to assist clients working at the studio or on location. Translators are also available on request.
可提前向本公司预订运输及摄影助理，协助客户进行影棚或外景拍摄。亦可按需提供翻译服务。

The BPS studio and all equipment must be returned by the lessee and may not be sub-leased or assigned to any other party.
本公司影棚以及所有器材必须由承租人交还，不允许转租或转交给任何其他方。

BPS does not guarantee or assume responsibility for the performance or results of the equipment and studio, nor any accidents that occur during use.
对器材或场地未能达到预定效果，本公司不作出保证及承担责任。也不对使用器材或场地时发生的意外负责。

Studio and equipment rental rates do not include fapiao tax, which is charged separately at the bottom of the estimate.
影棚及器材报价均不包含税金，如需开具发票，须支付相当于全额租金百分之六的税金。

BPS will not be responsible for any loss or theft of personal property that belongs to any renter, client, assistant or other production crew. Clients are responsible for the insurance of their own equipment.
本公司不对属于任何承租人、客户、助理或制作人员的个人财产损失负责。客户需对其自带设备进行保险。

BPS shall not be responsible for any legal costs, damages, payments or fines due to breach of this agreement and shall be fully indemnified by the client for any such loss. Clients are responsible for the insurance of their own equipment.
本公司不承担因承租方违反此协议所产生的一切法律费用、损失和罚金等。客户需对其自带设备进行保险。

While in the studio, clients must abide by the laws of the People's Republic of China. Where any breach of the law takes place BPS reserves the right to immediately halt all work and fees shall still be payable in full, with no refunds given.
拍摄期间，客户必须遵守中华人民共和国相关法律。一旦发生违法情况，本公司有权立即中止拍摄，影棚租赁及其他相关费用将不会退回。

Force Majeure: BPS is not liable for any extraordinary external event beyond our control that may affect the performance or functionality of our studio or equipment, such as riot, crime, flooding, earthquake or interruption to local regional power supply.
BPS 不对任何人力不可抗事故负责，包括地震，洪水，暴乱，犯罪，本地电源问题。

It is the lessee's responsibility to insure all equipment that is transported outside the immediate vicinity of Beijing. 承租人有责任为所有运送到北京以外地区的器材购买保险。

ALL ESTIMATES DO NOT INCLUDE FAPIAO TAX. INVOICE TAX MUST BE CARRIED BY THE LESSEE. ALL PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE. TERMS AND CONDITIONS APPLY.
所有报价均不包含税金。承租人承担发票税金。本公司保留修改此价格单的一切权利。各项条款适用。