



Satellite Office Space

House Rules –

1. **Use Restrictions:** The space is designated for general office purposes only and cannot be used for illegal, immoral, or objectionable activities. Filming may be restricted if it disrupts other occupants or violates any house rules.
2. **No Smoking:** There is no smoking or vaping allowed on the premises.
3. **No Alterations:** Guests cannot make alterations, additions, or improvements to the space, including installing lighting or other equipment.
 1. Any necessary alterations for filming must be requested in writing and submitted no less than 24hrs prior to the reservation date and time.
 2. Only alterations approved by Host in writing will be allowed.
4. **No Pets:** Service animals are allowed only when identification is provided first.
5. **Occupancy Limits:** Guests must comply with maximum occupancy limits, which may affect the number of cast and crew members allowed. Current posted occupancy is 6.
6. **No Minors:** No minors shall be allowed in the space without prior written approval.
7. **Noise and Disturbances:** Unreasonable or unnecessary noise is prohibited, which could restrict filming activities involving loud sounds or special effects.
8. **No Alcohol:** Alcohol consumption or possession is not allowed on the premises.
9. **Host's Right of Entry:** The host or its representatives can enter the space at any time, which could impact privacy and filming schedules.
10. **No Sublicensing:** Guests cannot allow third parties to use the space.
11. **Personal Property:** Host is not responsible for personal property left in the space. Personal property shall be removed from the space at the guests' expense.
12. **Insurance and Liability:** Guests are responsible for any damages caused and must have appropriate insurance, which may be required for filming equipment or crew.
 1. Notification of damage should be reported to Host immediately upon discovery.
13. **Compliance with House Rules:** As stated in the License agreement, the host may have additional rules in Exhibit A, which could impose further filming restrictions. This is 'Exhibit A'.

For Filming - Explain Purpose/Content: _____

Guest Signature

Date

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