

Tenancy Regulations of ArtSound Studio

(per May 24th 2010)

To avoid any misunderstandings, you – as the tenant, read, understand and accept the tenancy regulations as written below:

1. SHIFTS

1 “Shift” has 6 hours duration.

Session “Shift I” : 10.00 – 16.00.

Session “Shift II” : 17.00 – 23.00.

Session “Double Shift” : 10.00 – 22.00.

2. RECORDING STUDIO RATE PER SHIFT

Studio 1 Full Facility - NON CHOIR: Rp.1.500.000,- including Sound Engineer.

Studio 1 Full Facility - CHOIR : Rp.2.500.000,- including Sound Engineer.

Studio 1 – minus Studio Room : Rp.1.250.000,- including Sound Engineer.

Studio 2 Full Facility : Rp. 850.000,- including Sound Engineer.

‘Studio 1 Full Facility’: Lounge 1 (1st floor), Control Room 1, Vocal Booth, Studio Room.

‘Studio 1 – minus Studio Room’ area: Lounge 1 (1st floor), Control Room 1, Vocal Booth.

‘Studio 2 Full Facility’ area: Lounge 2 (3rd floor), Control Room 2, Studio Room 2.

3. OVERTIME

Studio Overtime rates:

Studio 1 Full Facility : Rp.250.000,- per hour including Sound Engineer.

Studio 1 – minus Studio Room : Rp.225.000,- per hour including Sound Engineer.

Studio 2 Full Facility : Rp.150.000,- per hour including Sound Engineer.

>Overtime won't be possible if there is a booking for the proceeding shift.

>Overtime for Shift II is for a maximum 2 hours.

>Studio and Sound Engineer reserve the right to refuse Overtime.

4. SCHEDULE-BOOKING PROCEDURE

To confirm a booking, full payment must be made in cash, or transfer to BCA or Bank Mandiri.

5. CANCELLATION / RE-SCHEDULING BOOKING

- First occassion: 0% penalty fee if tenant gives 48 hours notice prior to booked session.

- Subsequent occasions: 50% penalty fee if tenant gives 48 hours notice prior to booked session.

- Less than 48 hours notice - 100% penalty fee.

6. SET-UP TIME & RECORDING PREPARATION

All set-up & preparation (for the Control Room and Studio Room included) is taken from the booked session time.

7. CD BURNING / TRACK BOUNCING

If tenant would like to make and take a preview CD of the audio that has been recorded, tenant must provide time for the Sound Engineer to make the CD within their booked session.

Time formula is:

Bouncing duration (total songs duration) + Burning CD duration (± 10 minutes).

Example:

If there are 3 songs, with a duration of 5 minutes, 4 minutes, and 3 minutes respectively, then the time required will be 12 minutes (5+4+3) for the audio BOUNCING, and ± 10 minutes for the CD BURNING process. In this situation, please allow ± 22 minutes in your booked session.

8. MUSICAL INSTRUMENTS TERM OF USE

ArtSound Studio provides musical instruments as an ADDITIONAL FACILITY at no extra charge. Included are Drums, Bass, Guitar, Keyboard and Grand Piano. Provision of strings, drum sticks, and piano tuning is the user's responsibility.

9. WI-FI FACILITY

ArtSound Studio provides FREE wi-fi as an ADDITIONAL FACILITY.

10. HEADPHONES

Please be very careful with our headphones. If you are unsure about how to handle them, please ask the Sound Engineer for assistance. If you damage a headphone, we will require you to replace it at a cost of Rp.800.000,- (price per 24/05/10). Choirs, please listen to the audio message played prior to the recording session on how to use the headphones.

11. SMOKING AREA

ArtSound Studio is a NON-SMOKING area inside. Smoking is permitted outside:

- a. 1st floor, next to the car park.
- b. 3rd floor, on the balcony.

If a tenant smokes in a non-smoking area, a verbal warning is issued on the first occasion.

Each subsequent occasion will incur a fine of Rp.500.000,- (five hundred thousand rupiah) to the tenant. Recording data will be withheld until the fines are finalized. The tenant is responsible for actions of friends, crew, drivers, or anyone else that is brought to ArtSound Studio.

12. TENANT'S LIMITATION AREA

To respect the privacy of any tenants in Studio 2, all other tenants are asked to refrain from going to the 3rd floor unless using the toilet. Should Studio 2 be unoccupied, then tenants are welcome to use the billiards facility (without AC).

13. FOOD & DRINKS

Tenants are allowed to bring dry snacks and drinks into the Studio Room and Control Room. If tenants would like to eat main meal, please use the dining table in the Lounge. Please do not bring main meal into the Studio Room and Control Room.

14. MORE INFORMATION

If you require any further information or clarification on the above points,
please contact Aryo Seto

on HP : 0818 724 420

on YM : artsoundcs01@yahoo.com

on BBM : 20EF0D9F (two zero EF zero D9F)

Thank you for your cooperation.
