

## **B.V. Studios Agreement**

The purpose of this Agreement is to establish a clear commitment to the development of studio practice. This agreement is between the Licensee and Licensor.

The following terms should be read in conjunction with the License Agreement.

### **Administration**

1. Rent must be paid on the first of the month by standing order. One month's rental will be required as a deposit for the studio. Any arrears will be deducted from the deposit.
2. Studios must be used on a regular basis. It is important that the space available to artists within the building is effectively and actively in use as much as possible. It is understood that artists use studio space in very different ways and at different times. Under-use and mis-use of studio space will result in a Studio Review by the Studio Management, and appropriate action taken.
3. Any alterations to the structure of the studio, electrics and water i.e. partition walls or any major installation work must be passed by the Licensor. The Licensor will reserve the right to request a letter of approval from a qualified professional (i.e. Structural Engineer/Architect) and to charge any costs incurred in the process of checking the application, whether passed or not.
4. Access to the building is twenty-four hours a day, seven days a week, all year round, but is open to review. Keys to the building and unit space will be issued on a deposit of £20.00 per set from the Management. If keys are lost they must be replaced at the key holder's expense and the Management informed. For security reasons copies of keys will only be made by the Management. Keys must be returned to the Licensor or Management at the end of tenancy.
5. The Licensee is responsible for supplying accurate and up to date contact details to the Licensor and Management both at the initial exchange of the License and until the end of the tenancy.
6. Internet is provided to all units in the building via Bristol Wireless, who have warned that the practice of illegal downloads/file sharing will result in the service being closed down and the perpetrator given notice. There is a limit set by Bristol Wireless to the amount of usage within a period of time. If the usage exceeds this limit, the cost of providing the internet will increase. At this moment in time, the individual charge for using the internet will be £2.00 per month, the charge for the service will be added to the monthly fee for unit space. Please note, if a computer has been unknowingly compromised and used on the Building's internet service, it will be barred by Bristol Wireless, it will have to be checked by them before it is allowed to be reconnected and an admin charge of £40.00 made by Bristol Wireless, along with any costs incurred by BV Studios.
7. No gas bottles or portable gas heating is allowed in the building.
8. The Building (BV Studios) is classed as an "Un Manned Building" and because of this, a copy of the Fire Risk Escape Plan is included in your Licence for you to familiarise yourself with the escape routes from the building.



## House Keeping

1. Licensees must comply with Fire and Security, Health and Safety and C.O.S.H.H. regulations (details of regulations can be obtained from the Management). Studio Holders must respect the working environment of others, in particular when using hazardous substances, creating noise etc.
2. Licensees cannot use communal areas for storage of materials or equipment. Corridors in particular must be kept clear at all times in order to comply with Fire and Safety regulations. Items found cluttering the corridors will be removed without notice.
3. All studio spaces at the end of the tenancy must be cleared and left in the original condition, as per the schedule of condition.

I have read this and agree to the above  
Signature

.....  
Date:.....

## Payment Details

A/C No. 64525759  
Sort Code: 51 50 01

Please use your name and unit number as the reference for payment.