



SCREENING SERVICES GROUP

[www.StudioScreenings.com](http://www.StudioScreenings.com)

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# SSG – Screening room policies

## Clients:

- Clients and guests may not congregate in the common areas (i.e. lobby, hallways, etc.) of the building before, during, or after the screening. At Sepulveda, no one may use, or touch the security desk, tables, or chairs in the lobby.
- Nothing may be staged, hung, or placed in the common areas (i.e. lobby, hallways, restrooms, garage, etc.) of the building at any time.
- Nothing may be leaned on any walls, or placed on the seats at any time. See below for reserving seats.
- No tape may be used on any surface in the building.
- To reserve seats, print your signage on the bottom half of an 8 1/2" x 11" sheet of paper. The paper will be folded in half with the top of the page going over a rubber band that will be placed around the seat back. The projectionist will provide the rubber bands.
- Access to the screening room for clients and guest entry will typically be permitted 15min prior to the start of the Booked time. This time is not guaranteed and it is based on screening room operational needs and projectionist discretion.
- Client and all guests must be out of the screening room and entryway 5 minutes before the end of client's Booked time or additional charges for additional time will apply. (For example, if a client booked 2pm-4pm, then the client and guests must be out of the screening room by 3:55pm).
- Client and all guests must be out of the building and all guest's cars must be out of the garage by the end of client's Booked time or additional charges for the additional time will apply.
- Food and drinks brought in by guests:
  - o Only bottled water is allowed inside the Rodeo Screening Room and Wilshire Screening Room. No other food, or drinks are permitted in Wilshire. See below for exceptions at Rodeo.
  - o Guests may bring coffee and other non-alcoholic drinks and snacks into the QC Room at 8670 Wilshire and Sepulveda Screening Room, as long as they don't leave a mess. Cleaning fees shall apply if they leave a mess. (Meals are not permitted.)
- Smoking is not permitted in any of the buildings, parking garages, loading areas, or within twenty feet of any building entrance. The City of Beverly Hills does not permit smoking on city property, unless actively traveling through an area.
- Gum and anything sticky are not permitted.
- Alcohol is not permitted, unless the client has supplied Host Liquor Liability insurance, with proper endorsements to protect us from any possible incidents.
- Bottled water may be purchased for \$2 cash per bottle from the projectionist. The client may have the cost added to the bill and paid later, if they choose to do so. (No additional charge for client to serve bottled water.)
- Space is available at each location for receptions for an additional fee.
  - o At the Wilshire Screening Room – The Wilshire Screening Room Art Gallery is Available for receptions.
    - o (Only bottled water may be served inside the Wilshire Screening Room.)
  - o At the QC Room at 8670 Wilshire – The Wilshire Screening Room Art Gallery is Available for receptions
  - o At the Rodeo Screening Room – The screening room and the adjacent area are Available for receptions.
  - o At the Sepulveda Screening Room – The Sepulveda Screening Room Art Gallery is Available for receptions.
- Receptions are permitted inside the QC Room at 8670 Wilshire, Rodeo Screening Room, and Sepulveda Screening Room as well.
  - o Drinks and food may be served in the Rodeo Screening Room, QC Room at 8670 Wilshire, and the Sepulveda Screening Room. A cleaning fee shall apply if the room is not returned to same condition as upon arrival.

Print \_\_\_\_\_ Sign \_\_\_\_\_ Date \_\_\_\_\_



Michael S. Hall  
President & Founder

8670 Wilshire Blvd, Suite 112  
Beverly Hills, CA 90211

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## Credit Card Authorization Form

QC Room at 8670 Wilshire  
Fine Arts Theatre  
Rodeo Screening Room  
Sepulveda Screening Room  
Wilshire Screening Room

### Screening Services Group Rentals

The space must be vacated 5 minutes before paid time expires. The building and garage must be vacated by the end of paid time.

Company Name: \_\_\_\_\_

Cardholders Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_  
(Street) (City) (State) (ZIP Code)

Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Credit Card #:

Card Type: MC VISA AMEX DISC

Expiration Date: \_\_\_\_ / \_\_\_\_ CID/CVV2/CVC2: \_\_\_\_\_

Film Title: \_\_\_\_\_ Date: \_\_\_\_\_ Starting Time: \_\_\_\_\_

Facility: Rodeo Wilshire Sepulveda QC Room Fine Arts Other \_\_\_\_\_

Cost of rental: \_\_\_\_\_

Guarantee for above rental only: \_\_\_\_\_ Guarantee for all future rentals: \_\_\_\_\_ (Valid until revoked)

**To lock in this reservation, payment is due at the time of booking.**

**Charge credit card: \_\_\_\_\_ Pay by check: \_\_\_\_\_ Pay in Cash: \_\_\_\_\_ Pay by Zelle: \_\_\_\_\_**

(For Zelle: [michael@studioscreenings.com](mailto:michael@studioscreenings.com). Send \$1 test. After I verify receipt of \$1, send the remainder.)

**Challenges are by credit card only. Note: payment must clear to be locked in.**

**Credit Card and Personal Guarantee (a current credit card form must be on file regardless of payment type.):**

All unpaid fees for: time used, parking fees, any additional charges will be charged to the above card.

. See Credit card payment policy below for details.

**The person signing below is personally liable for any unpaid invoices, should any check be returned by the bank, or the credit card above not be honored by the credit card company.**

**Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

#### Credit card payment policy:

Full payment is required in advance, unless prior arrangements are negotiated. No refunds for time booked, services or materials provided, or scheduled to be provided. Full payment required for cancelled rental time, services or materials supplied or scheduled to be provided. Michael S. Hall, President of Screening Services Group is the only person allowed to negotiate a discount, refund or other payment arrangements with the client. Michael S. Hall is not required to give any discount or refund and his decision is final. Michael S. Hall is not required to negotiate any changes to the policy, requiring full payment in advance.



# Screening Services Group



Southeast Beverly Hills - <b>Wilshire Screening Room (49-50 seats)</b> - 8670 Wilshire Blvd, Suite 112, Beverly Hills, CA 90211
Southeast Beverly Hills - <b>QC Room at WSR (11-19 seats)</b> - 8670 Wilshire Blvd, Suite 112, Beverly Hills, CA 90211
Downtown Beverly Hills - <b>Rodeo Screening Room (49 seats)</b> - 150 South Rodeo Drive, Suite 140, Beverly Hills, CA 90212
West Los Angeles - <b>Sepulveda Screening Room (65-71 seats)</b> - 1640 South Sepulveda Blvd, Suite 104, Los Angeles, CA 90025

Cell: (310) 701-8925 michael@studioscreenings.com www.studioscreenings.com Office: (310) 659-3875

Only bottled water is allowed in the screening room. No other food, or drink is permitted.

Screening Room Rental Note: All rates are per hour		Monday thru Friday					Saturday/Sunday	
		Early Morning/ Late Night 10pm-8am	Morning 8am-Noon	Afternoon Noon-4pm	Evening 4pm -10pm with one exception see Premium	Premium Tues-Thurs: 7pm to 10pm	Daytime/ Late Night 8am-4pm & 10pm-8am	Evening 4pm-10pm
Regular	<b>DCP 2D (2K up to 120fps)</b> <b>DCP 2D (4K up to 30 fps)</b> <b>Clipster HDCAM</b> <b>Computer:</b> Quicktime, AVID, Streaming, Powerpoint, etc. <b>HDV, DVCam &amp; Mini-DV</b> <b>Blu-ray</b> <b>Digi-Beta &amp; Beta SP</b> <b>Fiming w/projection</b>	\$350	\$450	\$500	\$550	\$600	\$350	\$450
	<b>DCP 3D (2K or 4K) (24, 48 &amp; 60 fps)</b> <b>HDCAM-SR</b> <b>D5</b> <b>AVID 3D</b> <b>3D (Blu-ray, Doremi, Davio,                      RealD, XpanD)</b>	\$500	\$500	\$550	\$600	\$650	\$500	\$600
Discount	<b>Filming w/ no projection</b> <b>Meetings</b> <b>DVD</b> <b>Religious Services</b>	\$300	\$400	\$450	\$500	\$600	\$300	\$400

**Note:**

- All cancellations require full payment.
- Minimum rental: Between 7pm and 10pm - 2hr minimum. All other times 1 hour minimum
- 10 minutes will be added to movie length for expected late start.
- All screenings will end and screening room cleared 5 minutes before the end of booked time to set up for the next rental.
- 4K projection available at Wilshire, Rodeo, and Sepulveda.

**Parking:** Limited street parking is available. Please obey all signs. Beverly Hills and Los Angeles promptly ticket and tow.

Wilshire/QC room - Underground garage parking - Optional validated weekday parking till 6pm - 3-hr - \$9.00 per car / 6-hr - \$15.00 per car / All Day - \$30.00 per car. Free nights and weekends.

Rodeo - Underground garage parking - Optional validated weekday parking till 5:30pm - \$6.25 per car  
After 5:30pm and all day Sat & Sun - \$5.25 per car

Sepulveda - Underground garage parking - Optional validated weekday parking till 5pm - \$9.25 per car (Note: Parking charges apply for entry prior to 5pm.) Free nights and weekends with validation.

**Extras:**

Directors Chairs - \$20 each

Microphones \$100 each

Bottled water - \$2 each

**Reception space rental rates:**

<b>Wilshire Screening Room Art Gallery (Also available for the QC Room)</b>	6am-6pm \$80/hr. or \$300 for 4 hrs	6pm-6am \$125/hr. or \$350 for 4hrs
<b>Rodeo Screening Room (Reception in the screening room)</b>	\$125 in addition to the base screening room rates, plus cleaning fees	
<b>Sepulveda Screening Room Art Gallery (Also available for the QC Room)</b>	6am-6pm \$80/hr. or \$300 for 4 hrs	6pm-6am \$125/hr. or \$350 for 4hrs
<b>Sepulveda Screening Room (Reception in the screening room)</b>	\$125 in addition to the base screening room rates, plus cleaning fees	
<b>Sepulveda Screening Room Outdoor Patio</b>	NA during office hours	\$150hr 3-hour minimum

- Time will be charged from the moment anyone or anything enters the reception space until everyone and everything is out.
- Insurance required to serve alcohol.



# Fine Arts Theatre Rate Sheet

Guests are not permitted to bring outside food, or drinks into the building.

Theatre Rental Note: All rates are per hour, except Evening Flat Rate.		Monday thru Friday				Evening Flat Rate		Saturday/Sunday	
		Early Morning & Late Night  11:00pm-8am (Rates for 75 attendees or less) One-hour minimum	Morning  8am-Noon (Rates for 75 attendees or less) One-hour minimum	Afternoon  Noon-4pm (Rates for 75 attendees or less) One-hour minimum	Early Evening  4pm-6:30pm (Rates for 75 attendees or less) One-hour minimum	Jan 1st - Sept 30th  6:30-11pm Evening Flat Rate	Oct 1st - Dec 31st  6:30-11pm Evening Flat Rate	Early Morning & Late Night  11:00pm-8am (Rates for 75 attendees or less) One-hour minimum	Daytime  8am-6:30pm (4hr min)
Regular	DCP 2D (2K & 4K up to 120fps) Clipster, HDCAM, Bluray Computer: Quicktime, AVID, Streaming, Powerpoint, etc. HDV, DVCam & Mini-DV Digi-Beta & Beta SP Filming w/projection, Concerts, Stand-up, etc.	\$400	\$500	\$550	\$600	\$3,200	\$3,700	\$400	\$600
High	HDCAM-SR, or D5 35 & 70mm w/ change-over Additional charge for platter setup	\$550	\$550	\$600	\$650	\$3,500	\$4,000	\$550	\$650
Discount	Filming w/ no projection Meetings, DVD Religious Services	\$350	\$450	\$500	\$550	\$3,000	\$3,500	\$350	\$550

All Cancellations require full payment.

Minimum rental: Mon - Fri Day & Late Night (7 days a week) - 1hr / Evenings - Flat Rate

All screenings will end and building cleared by the end of Booked time.

Microphones - 1st mic free, additional mics - \$100 each / Directors chairs: \$20 each

Projectionist and concession staff - Included

Green room backstage - \$100 per screening / Tables & chairs - Included

Step and Repeat (client supplied) - \$200 / Easels for mounted poster - Included

Marquee: Per panel - \$150, All three panels - \$400 / Poster case TVs (x2) and Lobby TVs (x3) - \$100 each

## Pre and Post Screening Reception - \$1,000 / Post Screening Reception - \$250

Premiere package: \$7,000 (Includes 12pm access [Sat & Sun 1pm], tech check, setup, screening, Q&A from Noon till Midnight; 5 mics; 5 directors chairs; Red Carpet and lighting in the rear of the auditorium; Step & repeat (client supplied); Green room; all three marquee panels; Outside poster case (x2) and lobby TV (x3); small soda (free refills), or small water and medium popcorn for 410; pre and post reception; concession staff and projectionist.

Evening Special (Nothing else may be added to these packages.) - 6:30-11pm - (Includes, Marquee, TVs x 3, Step & Repeat, Red Carpet and lighting in the rear of the auditorium.) - \$3,700 (Academy Season - \$4,200)

Saturday & Sunday 2pm-6pm Special - 2-6pm - (Includes, Marquee, TVs x 3, Step & Repeat, Red Carpet and lighting in the rear of the auditorium.) - \$3,000

Insurance required: to serve alcohol; Red Carpet; to use a step and repeat; to bring in cameras, lighting, sound, etc.

Parking: Beverly Hills City Garage - 321 S La Cienega Monday thru Friday before 4pm: 2 hours FREE

Monday thru Friday entering after 4pm and all day Saturday and Sunday: FREE

Optional paid night and weekend parking at 8484 Wilshire Blvd, 8500 Wilshire Blvd, and 115 S Willaman Drive



# Screening Services Group

## Outside Equipment Rental Rates

### Within the Los Angeles Studio Zone



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Note: For all screenings at the Wilshire, Rodeo, Sepulveda, and the QC Room all necessary equipment and a projectionist are included in the hourly rates listed on page 1 of this rate sheet.

#### Projectionist / Engineering Services

Projectionist for 4 hours, no equipment supplied	\$320 (No charge for travel time)
Projection engineer	\$80 per hour (4hr min, including travel time)
Film festival projectionist/projection engineer	\$750 per day, plus expenses
Screening Engineer (16 hour)	\$1,000 per day
Union Projectionist (16 hour)	\$859.15 per day

#### Deck Rentals

Rates below include Projectionist/Engineer for 5 hours, deck below and all necessary cabling for set-up.

(5 hours to include travel time to/from rental location starting/ending at 8670 Wilshire Blvd.)

Additional rental hours (after the initial 5 hours)	\$80/hr.
Dolby Show Player, Doremi or GDC (3D DCP)	\$500 per day
Clipster - Gen 5	\$1,000 per day
HDCAM-SR, D5 (Includes DMA8 Plus, if needed)	\$700 per day
HDCAM w/ Dolby E (DMA8 Plus)	\$500 per day
Mac Pro – 12 Core, w/ Media Composer	\$500 per day
Digi-Beta or Beta-SP, HDV, DVCam, Mini-DV	\$250 per day
CP750, DMA8Plus	\$250 per day
Christie SKA-3D, Doremi Dimension 3D, Davio 3D separator, Folsom Image Pro HD, Teranex 2D/3D	\$250 per day
FM Transmitter	\$250 per day

#### Outdoor screen packages (price is for setup on grass):

Includes 40' inflatable screen, Christie CP2215, Dolby CP750, Blu-ray player, sound mixer, wireless microphone, FM transmitter, labor.	\$3,000
Add amplified Left / Right screen sound (Add DCP)	\$500
(Additional wireless microphones)	\$1,000
(Upgrade to CP4330 RGB Cinema Laser Projector)	\$100 each
IMAG and operator	\$1,000
Water tanks (For setup on non-grass surfaces.)	\$500

#### Screen rentals (Labor and truss may be additional)

-	
14'4" wide	\$625 per day
16'0" wide	\$750 per day
13' x 24' (Stumpfl)	\$1,000 per day
12.92' x 31' (Stumpfl)	\$1,750 per day
17' x 34' (Screen only)	\$2,250 per day

#### Projector Rentals

Christie CP2210 (2K projector) (For screens up to 45ft wide) (Dolby IMS2000 or IMS3000 included at no additional charge.)	*\$500 per day
Christie CP2215 (2K projector) (For screens up to 50ft wide) (Dolby IMS2000 or IMS3000 included at no additional charge.)	*\$500 per day
Barco DP2K6E (2K projector) (For screens up to 24ft wide) (2K Alchemy cinema server - Included at no charge)	*\$500 per day
Christie CP4220 (4K projector) (For screens up to 70 ft wide) (Dolby IMS2000 or IMS3000 included at no additional charge.)	*\$1,250 per day
Christie CP4230 (4K projector) (For screens up to 105 ft wide) (Dolby IMS2000 or IMS3000 included at no additional charge.)	*\$1,500 per day
Christie CP4330 RGB Laser (4K projector) 6,000 to 1 contrast ratio (For screens up to 80 ft wide) (Dolby IMS2000 or IMS3000 included at no additional charge.)	*\$2,500 per day
Christie CP4415 (4K projector) (For screens up to 105 ft wide) (Dolby IMS2000 or IMS3000 included at no additional charge.)	*\$2,500 per day
Christie CP4430 RGB Laser (4K projector) 6,000 to 1 contrast ratio (For screens up to 80 ft wide) (Dolby IMS2000 or IMS3000 included at no additional charge.)	*\$2,500 per day
Christie CP4330 RGB Laser (4K projector) 6,000 to 1 contrast ratio x 2 (For screens up to 80 ft wide) (Dolby IMS2000 or IMS3000 included at no additional charge.)	*\$4,000 per day
1.26 Wide Angle Converter Lens with Motorized Auxillary Lens Mount (For CP4220 and CP4230 only)	\$250 per day
* Set it up and operation can be done locally if approved by SSG. If not, Rental time includes: travel time, set-up/break-down (included with the (Travel time to/from rental location starting/ending at 8670 Wilshire Blvd.) Projector Hush Box	
	\$500 per day
<u>Speaker rentals</u>	
Dolby 5.1 or 7.1 sound system, including amps and speakers	\$750 per day
-	
<u>Inflatable creen rentals (Labor and truss may be additional)</u>	
16' or 24' (Inflatable) - 1.78 naspect ratio	\$500 per day
40' wide (Inflatable) - 1.78, or 239 aspect ratio screen	\$1,500 per day
40' wide (Inflatable) - 22' high image starts at 6.5' from the ground	\$1,500 per day



# Screening Services Group

## DCP Creation



Cell: (310) 701-8925 (Press 2) michael@studioscreenings.com Office: (310) 659-3875  
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**Clipster DCP Creator** (\$150,000 hardware system)

- We do not use a software based DCP creator. We use the Clipster and a Teranex cross converter, if needed.
- Industry standard tool used by every major Hollywood studio for delivering DCP content
- DCI validation tool to ensure compatibility with DCI players around the globe
- Built in naming convention tool to ensure properly labeled DCP's and audio labeling support
- Highly accurate color transformation from RGB to XYZ color space
- Highest quality JPEG200 encoding up to 500Mbit/s
- Realtime DCP creation at up to 90 frames per second

**DCP creation rates for a movie that will screen in the evening (4-10pm) at any of the following SSG facilities (two hour minimum rental required):**

- QC Room at 8670 Wilshire Blvd
- Rodeo Screening Room
- Sepulveda Screening Room
- Wilshire Screening Room

	10 Day	5 Day	3 Day	Next Day	Same Day
2K	\$4/min	\$4.50/min	\$5/min	\$8/min	\$17/min
4K	\$5/min	\$5.50/min	\$6/min	\$9/min	\$22/min
3D	\$10/min	\$12/min	\$20/min	\$25/min	\$30/min
HFR	\$7/min	\$8/min	\$12/min	\$17/min	\$30/min

Add \$2/min for any movie that will not have an evening screening at an SSG facility.

Minimum charge:      2K \$300      4K \$400      3D \$600      HFR \$500

Transfer from tape based media: \$3/min      Minimum charge: \$100

**DCP delivery options:**

- **CRU Hard Drive: \$450** (CRU 500 GB Hard Drive, Docking Station, and Pelican Case) (Transfer at no charge with DCP creation)
- **USB Hard Drive: \$200** (USB 3.0 500 GB External Hard Drive with Case Logic Hard Drive Case) (Transfer at no charge with DCP creation)
- **USB Flash Drive: \$100** (Transfer at no charge at time of purchase)
- **Client supplied Hard Drive: Transfer fee: \$100**

**KDM creation rates:**

- **KDM: \$25 each**
- **DKDM: \$50 each**

Please, see our Online Calendars for our five rooms. (Ignore the word 'Busy'. It means nothing)

Click on the Comparison Page <https://www.studioscreenings.com/comparisonpage.php>.

Above each photo is the link to that particular room's calendar.

- Red is Booked and not Available.
- Yellow and orange are Holds that may be Challenged.
- Everything else is Open.

We offer a 5-minute complimentary test at our convenience. If you want to test in the morning, check with us the evening prior. If you want to test in the afternoon, check with us that morning. We can't guarantee that we will be available on any particular day for testing, so we recommend you test on the earliest day possible.

## **Food / Drinks at the screening rooms:**

No outside food or drinks may be brought into the screening rooms without Booking a reception. (Additional charges for the reception and possible cleaning fees apply.) A COI (Certificate of Insurance) required to provide alcohol. There are specific requirements and wording for the COI.

## **Food / Drinks at the Fine Arts Theatre:**

No outside food or drinks may be brought into the Fine Arts Theatre without Booking a Pre-Reception (Additional charges for the reception apply.) A COI (Certificate of Insurance) required to provide alcohol. There are specific requirements and wording for the COI. Bartendergirl.com is the only company authorized to serve alcohol at the Fine Arts Theatre.

## **Outside equipment:**

No equipment of any kind may be brought into any of our facilities without a COI (Certificate of Insurance). There are specific requirements and wording for the COI. Any and all equipment to be brought in and its placement must be approved in writing by email.

Recommended Caterers for the screening rooms and the theatre:

Andrea Turnoff  
Office: 310-209-0940  
Mobile: 310-702-1862  
Email: CateringByAndrea@verizon.net

or

Bartendergirl.com

**Bartendergirl.com is the only company authorized to serve alcohol at the Fine Arts Theatre.**

Online Calendars:

Please, see our Online Calendars for our five rooms. (Ignore the word 'Busy'. It means nothing)

Click on the Comparison Page

<https://www.studioscreenings.com/comparisonpage.php>.

Above each photo is the link to that particular room's calendar.

- Red is Booked and not Available.
- Yellow and orange are Holds that may be Challenged.
- Everything else is Open.

Advance Testing:

We offer a 5-minute complimentary test at our convenience. If you want to test in the morning, check with us the evening prior. If you want to test in the afternoon, check with us that morning. We can't guarantee that we will be available on any particular day for testing, so we recommend you test on the earliest day possible.

## Fine Arts Theatre Extras:

- Microphones - 1st mic free, additional mics - \$100 each
- Directors Chairs - \$20 each.
- Projectionist and concession staff - Included
- Green room backstage (upstairs) - \$100 per event
- Tables and tablecloths - Included
- Easels for mounted poster - Included
- Marquee: Per panel - \$150, All three panels - \$400 (588 wide x 168 high each panel. 1764 wide x 168 high entire marquee.)
- Lobby TVs (x3) - \$100 for each. (Resolution 1280 wide x 720 high) Each additional image \$20 each.
- Outside poster case TVs (x2) - \$100 for each. (1280 high x 720 wide. Note: place images on their left side. The system will rotate to vertical.) Each additional image \$20 each.
- Reception - \$1,000 (Includes and pre and post reception.)
- Post Screening Reception - \$250 (The Post Screening Reception rate will apply no earlier than 90min after the screening begins. Earlier than 90min will be at the Pre-Screening Reception rate.)
  
- Red Carpet / Step & Repeat option:
  - Step and repeat (Client supplied and installed.) - \$200
  - Red carpet and lighting in the rear of the auditorium - No charge
  
- Red carpet on stage (Theatre supplied and installed.) - \$100
- Red carpet on stage (Client supplied and installed.) - No charge.
  
- Red carpet in the rear of the lobby (Not recommended due to available space.)(Theatre supplied and installed.) - \$100
- Red carpet in the rear of the lobby (Not recommended due to available space.)(Client supplied and installed.) - No Charge
  
- Red carpet on the city sidewalk (Requires city permit and police officer for full sidewalk closure.)(Theatre supplied and installed.) - \$100-\$300 depending on size
- Red carpet on the city sidewalk (Requires city permit and police officer for full sidewalk closure.)(Client supplied and installed.) - No Charge.
- (To use our Beverly Hills City permit for the city sidewalk - \$500.00. (Note: Full sidewalk closure requires a Beverly Hills Police Officer at an additional cost (\$125hr / 4-hour minimum – Requires at least 7 days notice to arrange. Otherwise, a 4-foot path must be kept clear at all times for the general public to pass through.)
  
- Red carpet / Step & Repeat can only be delivered, set up, must be struck, and removed from theatre and city property during Booked time only.

### Premiere package:

\$7,000 (Includes 12pm access [Sat & Sun 1pm], tech check, setup, screening, Q&A till Midnight; 5 mics; 5 directors chairs; Red carpet (client supplied); Step & repeat (client supplied); Green room; all three marquee panels; Outside poster case (x2) and lobby TV (x3); small soda (free refills), or small water and medium popcorn for 410; pre and post reception; theatre staff and projectionist. (Up to \$2,862.50 less than standard rates.)

City of Beverly Hills permit to use the sidewalk in front of the theatre (\$1,151.00 value.). (Note: Full sidewalk closure requires a Beverly Hills Police Officer at an additional cost (\$125hr / 4-hour minimum x 2 officers – Requires at least 7 business days' notice to arrange. Otherwise, a 4-foot path must be kept clear at all times for the general public to pass through.)

Additional Red Carpets, Step & Repeats, theatre supplied and installed Red Carpet(s), microphones, Director's Chairs are available at standard rates.

Afternoon Special (Nothing else may be added to these packages.) -

2-6pm - (Includes, Marquee, TVs x 3, Step & Repeat, Red Carpet in the rear of the auditorium.) - \$2,700

Evening Special (Nothing else may be added to these packages.) -

6:30-11pm - (Includes, Marquee, Poster case x2, TVs x 3, Step & Repeat, Red Carpet in the rear of the auditorium.) - \$3,500 (Academy Season - \$4,000)

## **Concession packages:**

### **Good for up to 410**

Large Popcorn/Large Soft Drink or Water \$3,000 (Add a candy for \$1,200)

Large Popcorn/Medium Soft Drink or Water \$2,500 (Add a candy for \$1,200)

Medium Popcorn/Large Soft Drink or Water \$2,500 (Add a candy for \$1,200)

Medium Popcorn/Medium Soft Drink or Water \$2,250 (Add a candy for \$1,200)

Medium Popcorn/Small Soft Drink or Water \$2,000 (Add a candy for \$1,200)

Small Popcorn/Medium Soft Drink or Water \$2,000 (Add a candy for \$1,200)

Small Popcorn/Small Soft Drink or Water \$1,750 (Add a candy for \$1,200)

### **Deals for Smaller Groups (150-250)**

Large Popcorn/Large Water or Soft Drink \$9 per person (Add a candy for \$3)

Medium Popcorn/Medium Soft Drink or Water \$8.00 per person (Add a candy for \$3)

Small Popcorn/Small Soft Drink or Water \$7.00 per person (Add a candy for \$3)

## **Hold, Releases, Bookings, Challenges & Cancellations:**

Generally, you may Hold a date/time as long as you wish, but while you have a Hold you will be subject to Challenge. If someone Challenges your hold, you will have approximately 2 business hours to Book or Release.

**Note: You will have to match, or beat the dollar amount of the Challenger's Challenge amount to Book your current Hold. Otherwise, the Challenger will win the Challenge and Book that time. It is best to Book early to avoid those higher potential fees.**

Any hold may be challenged if you are ready to book. If you would like to Challenge, we will need a credit card form filled out and sent back to us to make payment assuming that you win the Challenge. We would then give the person Holding that time approximately 2 business hours to Book or Release. If they Book, the time is theirs and there will be no charge to you. If they Release, we will charge your credit card and you will be Booked. **Note: There is no backing out of a Challenge, once we issue the Challenge.** If you win the Challenge, your credit card will be charged. Clients with accounts will pay due to our below terms.

Payment is due at time of booking, unless you are representing a company with an account. For those with an account, full payment is due within 30 days of the date of the rental. Failure to pay within 30 days will result in higher rates. 31-45 days will be 25% higher than the original rates. 46 days or later will be 50% higher than the original rates.

## **Cancellations:**

There are no refunds. At our discretion we frequently offer a morning credit toward a future screening for any Cancellations that are not last minute, but there is no guarantee that we will offer a morning credit, it is solely at our discretion. Morning credits will only be for screenings that have at least 50 percent of the rescheduled time is prior to Noon. Cancellation morning credits cannot be used during Academy season (October-December). The morning credit will be available for use as soon as payment has been received.

## DCP and Computer file downloads

DCP is preferred, we can also screen many computer formats. If computer, we can play multiple different codecs including AVID projects, but we recommend the codec below. It is the most stable computer format.

**Movie Delivery Specs** for electronic and physical delivery of DCPs and Computer files:

DCP -

- EXT2, EXT3 formatted drive per the DCI spec <https://www.dcmovies.com/specification/> (NTFS and ExFat are options as well.) A CRU, or USB 3.0 drive. A fast SSD is best.
- Single partition with no other files on the drive. (Specifically, no computer files.)
- Audio - SMPTE standard (2.0 - L, R), (5.1 - L, R, C, LFE, LS, RS), (7.1 - L, R, C, LFE, LS, RS, LRS, RRS). Note: If you have Left, Center, Right, use the 5.1 track layout. <http://isdcf.com/papers/ISDCF-Doc4-Audio-channel-recommendations.pdf>

DCP naming guide -

<https://registry-page.isdcf.com/illustratedguide/>

Computer files -

- Mac formatted drive. USB 3.0. A fast SSD is best.
- Multiple file types are accepted. We recommend Apple ProRes 422 (HQ) 1080 as the most stable. We playback from AJA Control Room, or AVID Media Composer. Both of these can play back 5.1, or 7.1. If the file will not play from either of these programs, we use Quicktime Player and that is stereo only.
- Audio - SMPTE standard (2.0 - L, R), (5.1 - L, R, C, LFE, LS, RS), (7.1 - L, R, C, LFE, LS, RS, LRS, RRS). Note: If you have Left, Center, Right, use the 5.1 track layout.
- Audio Format: Linear PCM, 24 bit little-endian signed integer, 48000 Hz
- Audio Details: 1.15 Mbit/s (Per 2 channel pair)

To verify that your file is meets the above specs, use a Mac - open it in Quicktime Player. Press Command - i. Click the video and audio drop downs. 5.1 should look like this: [Stereo will have Track 2 and Track 3 for audio]

## **DCP (Preferred) and Computer delivery options :**

DCP is preferred, we can screen numerous computer formats. For computer files, we recommend Apple Pro Res 422 HQ 1080. It is the most stable computer format.

No additional charge for the following DCP delivery options:

- Delivery by Deluxe's E-Delivery service or by Qube's E-Delivery. (Preferred)
- A physical drive that is delivered to the Wilshire Screening Room address. (USB-3.0 SSD with a Gigabit transfer speed is best. The hard drive needs to be formatted to EXT2, EXT3, NTFS, or ExFat.)

We can download a DCP via the internet, we charge a download fee of \$120 plus \$1/GB that would need to be approved.

- We accept download links from :
  - Aspera, Masv (Best), Media Shuttle, We Transfer, Filemail, or Frame.iO.
  - (No Zipped folders.)
  - (We do not accept downloads from Dropbox or Google Drive.)

No additional charge for the following Computer file delivery options:

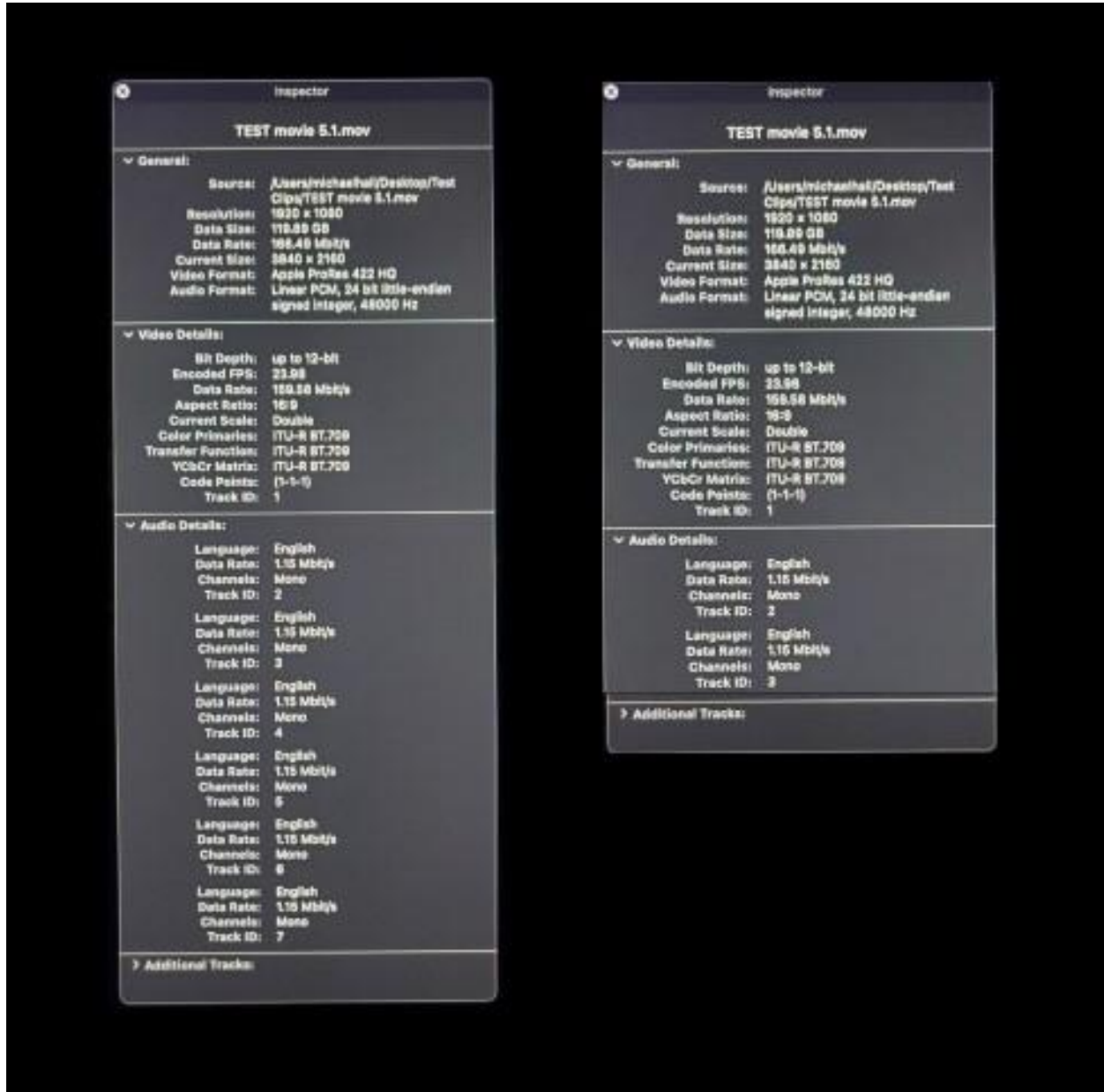
- A physical drive that is delivered to the Wilshire Screening Room address. (USB-3.0 SSD with a Gigabit transfer speed is best. The hard drive needs to be formatted to EXT2, EXT3, NTFS, or ExFat.)

We can download a computer file the internet, we charge a download fee of \$20 plus \$1/GB that would need to be approved.

- We accept download links from :
  - Aspera, Masv (Best), Media Shuttle, We Transfer, Filemail, or Frame.iO.
  - (No Zipped folders.)
  - (We do not accept downloads from Dropbox or Google Drive.)

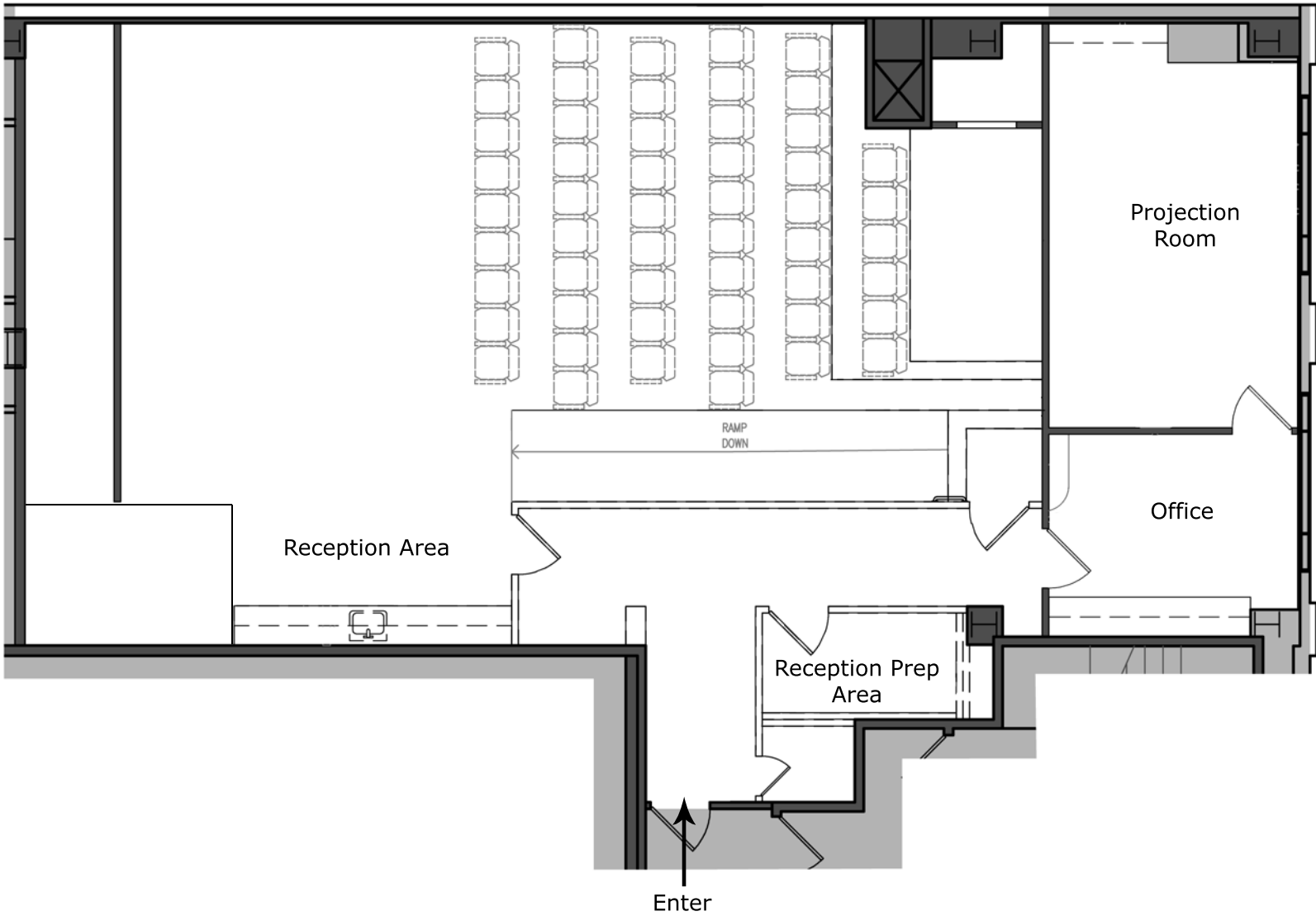
# Recommended Movie Delivery Specs examples:

(Various frame rates are acceptable.)



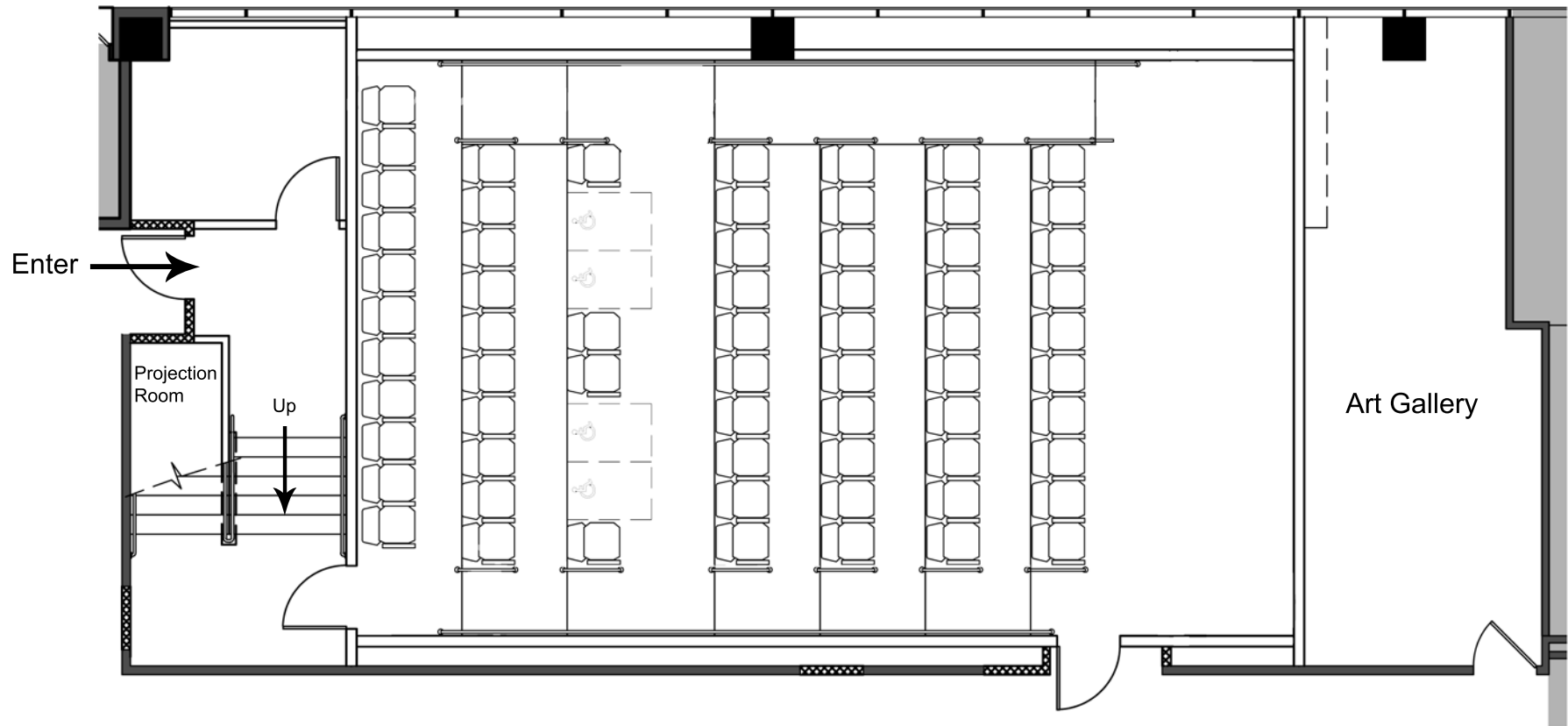


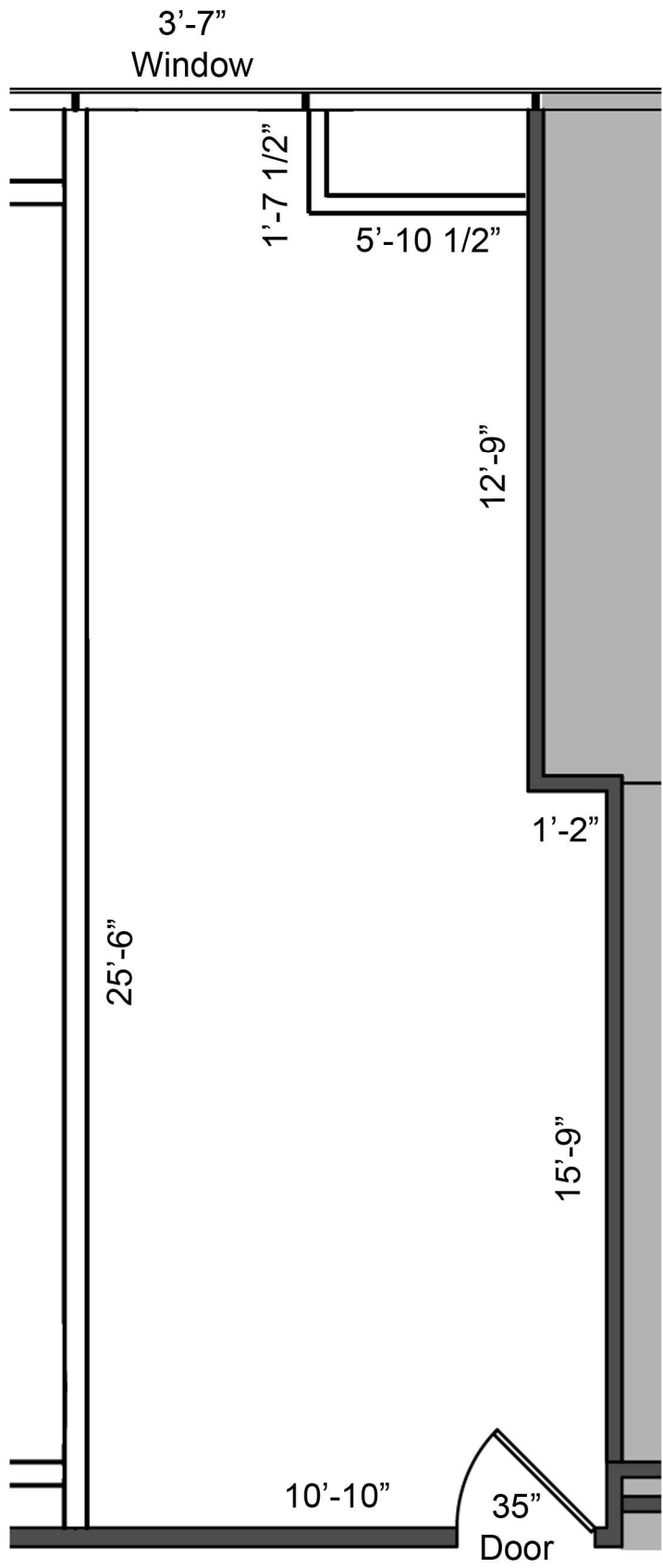
# Rodeo Screening Room



Suite 140

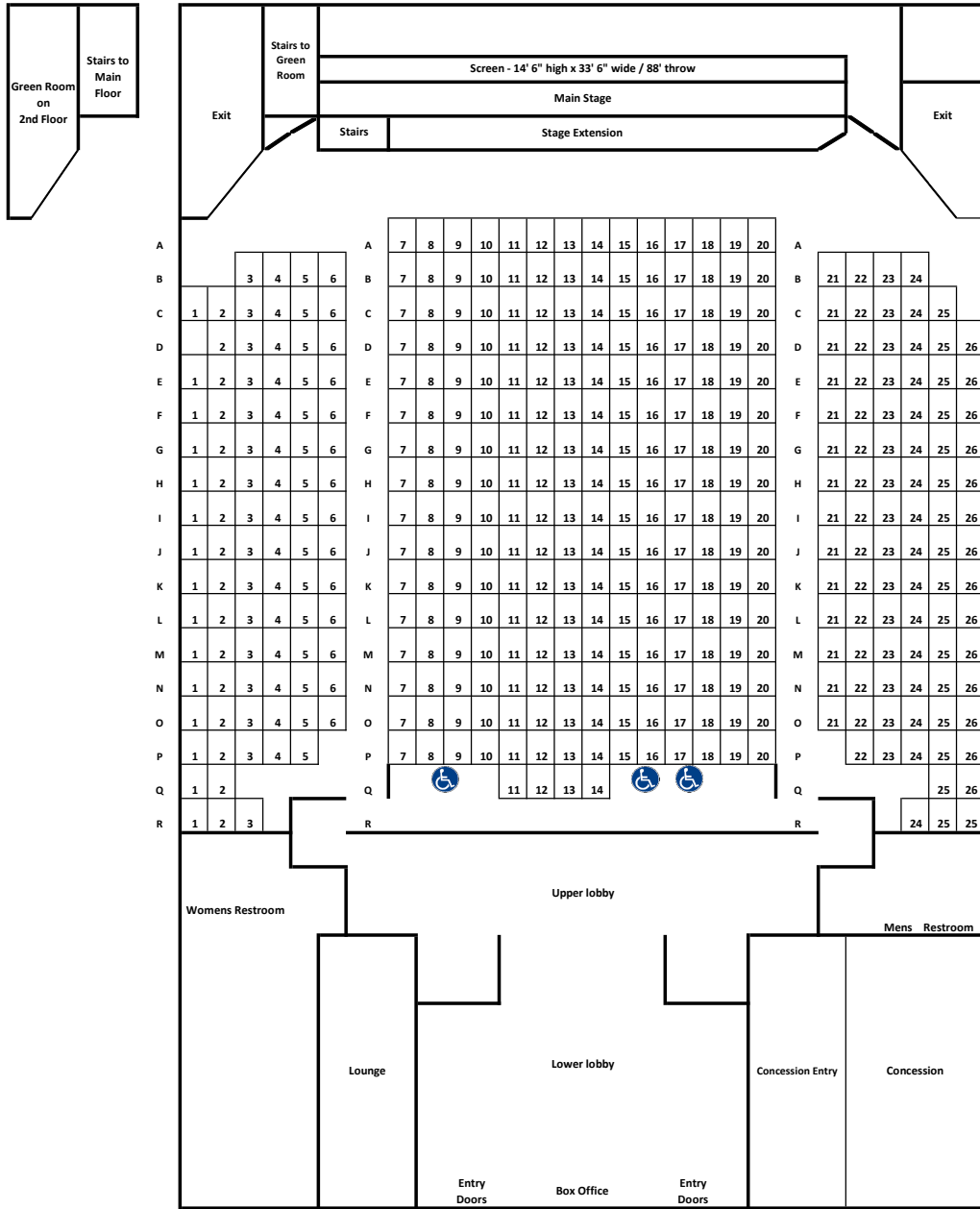
# Sepulveda Screening Room and Art Gallery





Sepulveda Screening Room  
Art Gallery

Charleville Blvd



Wilshire Blvd

**Fine Arts Theatre**  
**8556 Wilshire Blvd Beverly Hills, CA 90211**

**Stage dimensions:**  
**Main Stage - 36' wide x 4' deep x 3' high**  
**Stage Extension - 32' wide x 4' deep x 3' high**

# Fine Arts Theatre

Left Panel

Entire marquee 1764 x 168  
Center Panel  
Individual panels 588 x 168

Right Panel

Left panel - 588 pixels x 168 pixels

Nothing should

Center panel - 588 pixels x 168 pixels

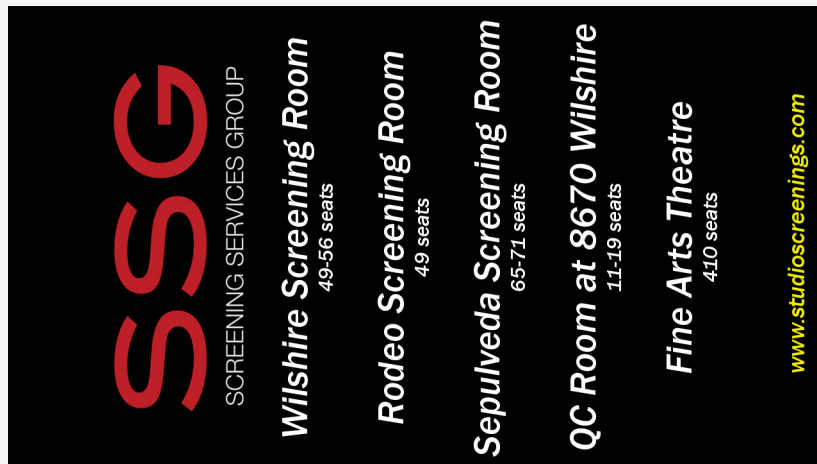
bleed between the

Right panel - 588 pixels x 168 pixels

three panels.

## Poster cases 720 x 1280 JPEG

Do not use spaces, or special characters in the file name.



## Lobby TVs 1280 x 720 JPEG

Do not use spaces, or special characters in the file name.

