

STUDIO 2 (Lower Basement)

Entrance Lobby and Basement Toilets

The following items and surfaces should be cleaned at the start and end of each visit using the antibacterial wipes provided. Extra care is to be taken cleaning the Studio Strobe Lights, which are to be cleaned using the alcohol-based solution and cloths provided (a cleaning guide video has been provided).

THIS LIST IS NOT MEANT TO BE DEFINITIVE AND MEMBERS SHOULD ALSO CLEAN ANY OTHER SURFACES THEY DEEM FIT.

You must also bring a refuse bag to take away all dirty cleaning items and litter.

Whilst using Studio 2 - Studio 1 is out of bounds to allow for alternative shoot dates. Members should stick strictly to the designated floors and rooms only - with no entry to kitchen or other toilets.

ENTRANCE LOBBY

- Doorbell
- Door handle
- Snib on inside of door
- Master switches and all light switches
- Building usage slider board
- Stair banisters between Ground Floor and Lower Basement

Additional items to be cleaned if used/touched

- Foyer Tables

BASEMENT TOILETS (Everybody use the Ladies - the Gents are out of bounds)

- Door handles
- Light switches
- Sink taps
- Toilet flush
- Toilet seat and lid
- Any other surfaces that are touched

Use disposable towels for drying hands, rather than blower and take them away with you when you leave.

STUDIO 2

- All light switches, handrails and door handles on route
- Entry lock
- Light and power switches
- Contact points on step ladder
- Heater

- Studio Strobe Lights and cables - **USE CLOTH AND ALCOHOL-BASED SOLUTION**
- Lighting stands
- Hard modifiers
- Soft modifiers and weight bags - **USE CLOTH AND ALCOHOL-BASED SOLUTION**

Additional items to be cleaned if used/touched

- Backdrop pole
- Seats and Screen
- Any other objects or surfaces you plan to use

STUDIOS HAVE BEEN CLEARED OUT OF MOST PROPS SO BRING YOUR OWN.

DON'T LEAVE ANY RUBBISH OR PROPS