

---

## Dogpatch Studios



---

Known for housing film productions, commercials and spectacular parties, Dogpatch Studios is a marriage of print, film and event space. Located on the hip and creative side of Potrero Hill and one mile south of the Giants' ballpark, Dogpatch is easily accessed by bus, train, car, TLine, boat or taxi.

Modern renovations made to the building have almost doubled its original size and now offers a third floor studio with the best San Francisco views and daylight. With flexible floor plans and 'The Anti-Hotel' attitude, Dogpatch Studios is perfect for a large corporate party, a two-week car shoot and everything in between.

The entire building offers wireless internet service, roll-up door for easy drive-in access and state-of-the-art technical and electrical capabilities.

---

Contact us to learn more about event spaces at Dogpatch Studios:

991 Tennessee Street  
San Francisco, CA 94107  
T 415 641 3017  
F 415 824 3799  
[info@dogpatchstudios.com](mailto:info@dogpatchstudios.com)

---

## Inquiry Form



---

## Client Information

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

\_\_\_\_\_  
Phone:

\_\_\_\_\_  
Email:

\_\_\_\_\_  
Address:

\_\_\_\_\_  
Describe booking type:

---

## Booking Information

\_\_\_\_\_  
Dates of Rental/Event:

\_\_\_\_\_  
Number of guests (if applicable):

\_\_\_\_\_  
Music/Entertainment:

\_\_\_\_\_  
Catering Needs:

\_\_\_\_\_  
Items to be delivered:

---

# Contract/Estimate Request Form for Events



---

## Client Information

Contact/Client name (responsible party and contact person for event):

Company name:

Event name:

Address:

Email:

Phone:

---

## Event Details

Date of event:

Type of event:

Time line of the booking:

Number attending (guests & staff):

Studio/s & their intended use (1, 2, 3 or combination of...):

List of Vendors involved:

---

## Reservation Confirmation

Please complete and fax back to us at: 415 824 3799



---

Today's date:

---

## Event Information

---

Booking Date/s:

---

Booking (circle one): Photo · Film · Event

---

Name of Event/Description of Event:

---

Studio/s:

---

## Client Information

---

Client Name:

---

Company:

---

Email:

---

Phone:

---

## Credit card (circle one) Visa · MasterCard · American Express

---

Card Number:

---

Expires:

---

Name on Card:

---

VCode:

---

Card's Billing Zip Code:

---

Card Holder Signature:

---

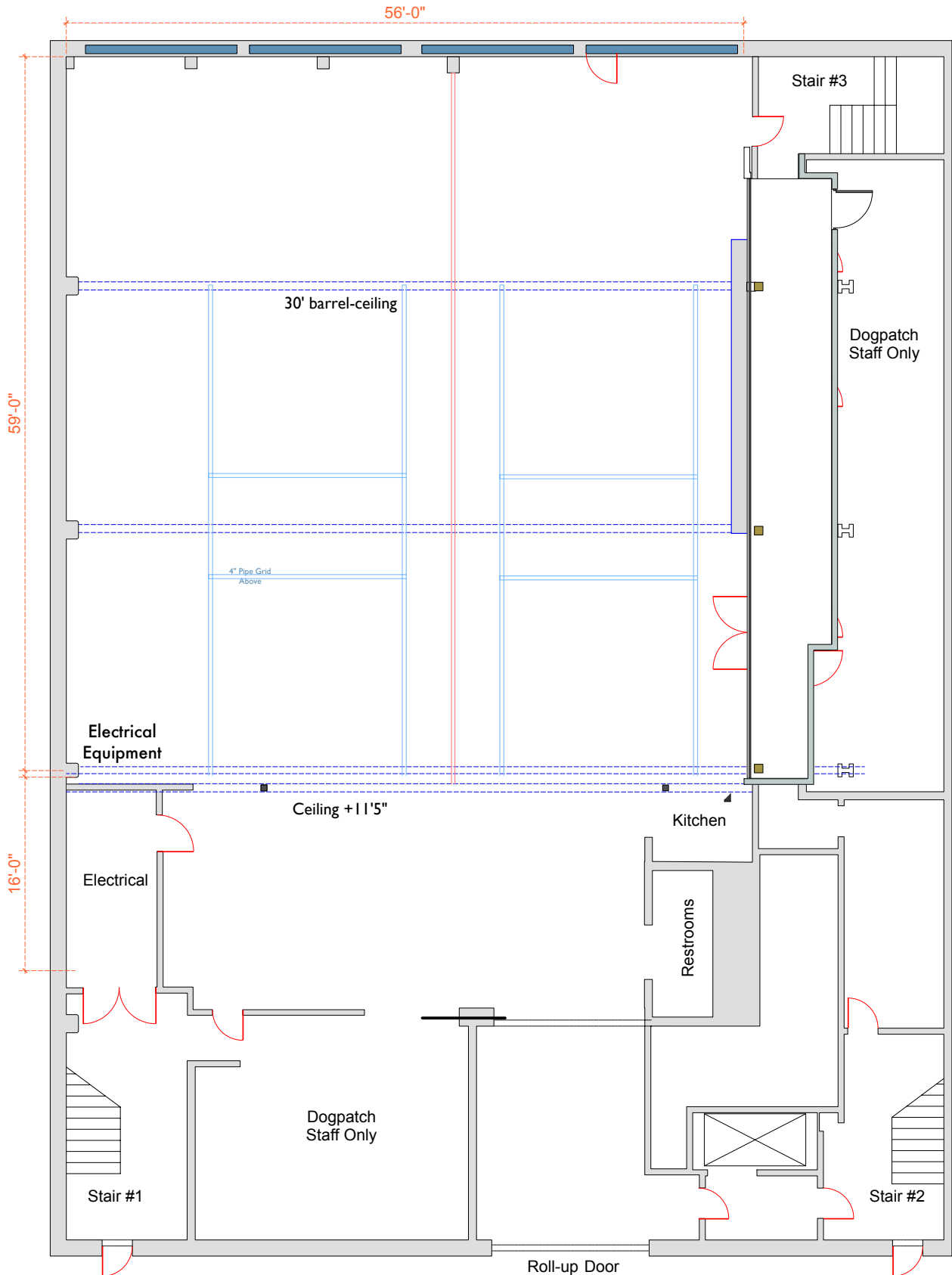
Because the nature of Dogpatch Studios' business anticipates booking changes and time adjustments, we ask that clients secure all dates with a credit card.

If it becomes necessary to cancel your booking, we require that to happen within the guidelines stated on your Estimate/Contract.

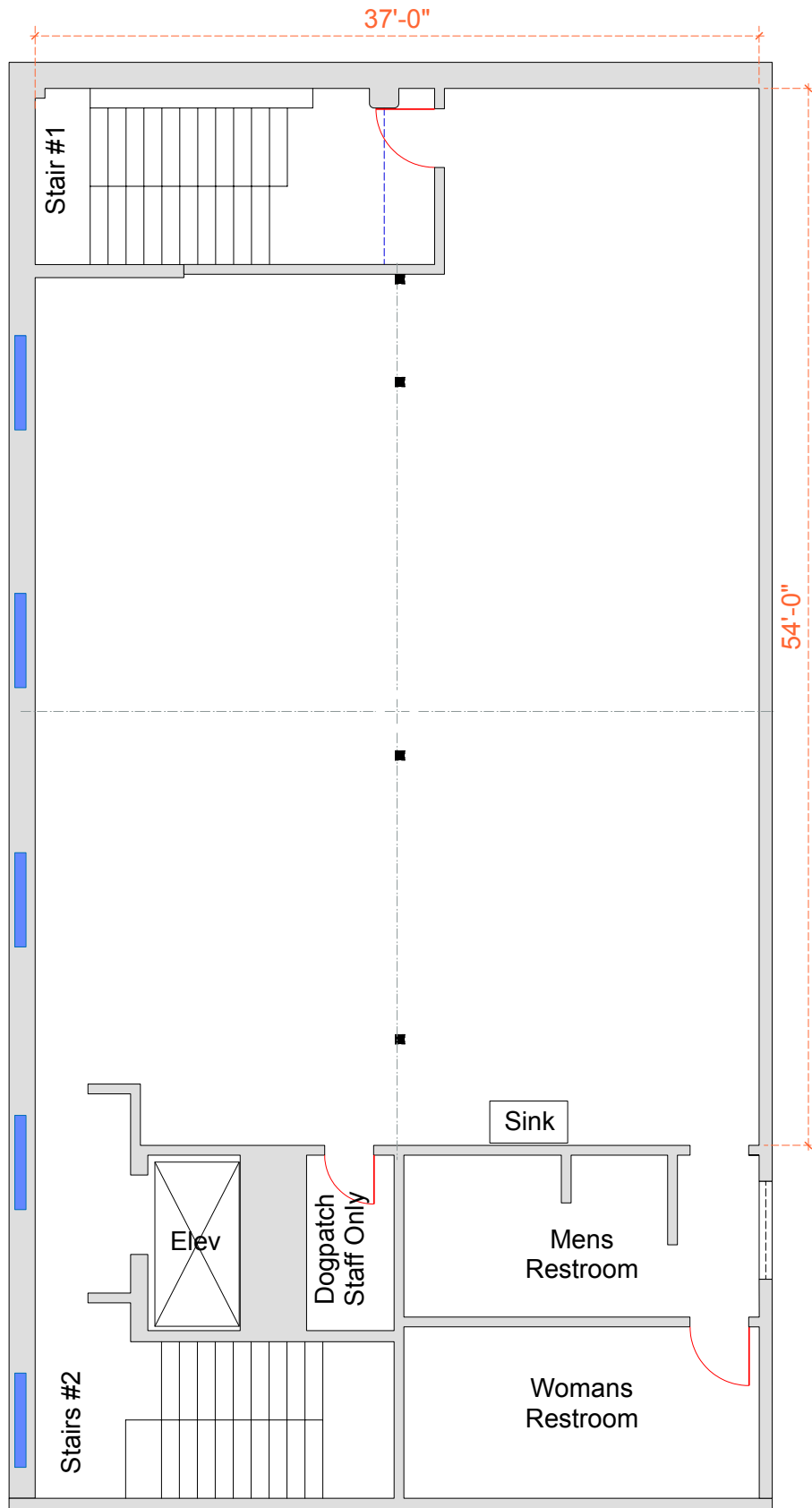
Additional charges or cancellation fees can be paid by check or credit card. Please specify with us, which method you prefer.

Dogpatch Studios agrees to honor all secured bookings. We appreciate your understanding and thank you for your business.

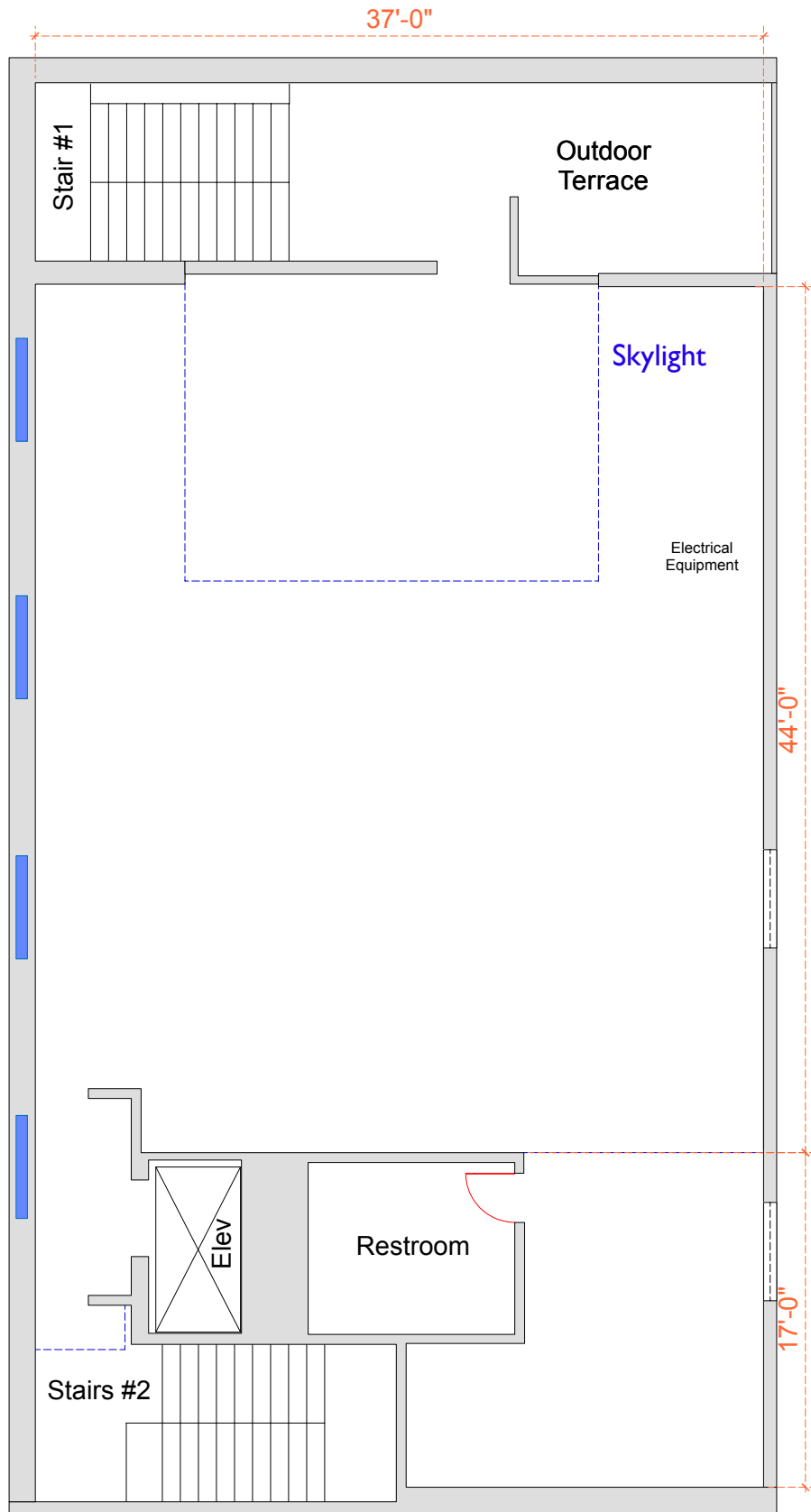
# Floor 1



# Floor 2



# Floor 3



---

## Power and Communication Summary



---

### 1st Floor

800 Amp 220VAC, 3 Phase Service  
2 Panels of 400 Amps each, 220VAC 3 Phase Terminated in Camlok Connectors  
HP ProCurve 520 Wireless AP 802.11 a & g service  
Motorized Sky Lights

---

### 2nd Floor

175 Amps of 110V AC terminated in Spade Edison + Hubble Twist Lock  
Additional power can be cabled up from the 1st Floor

---

### 3rd Floor

175 amps of 110 AC Edison Spade terminated.  
2 stand-alone 100 Amp Panels of 220V 3 Phase Each, Terminated in Camlok  
The 3rd Floor AP is 80211g and stand-alone  
Motorized North Light (Daylight) control.  
Additional power can be cabled up from the 1st Floor

---

## Telecom Capability

The 1st floor is equipped with a HP ProCurve 520, via our switch. This delivers 802.11g (2.4GHz Custom build-out) to 500+ customers. The unit will handle up to 1000 customers at slower speeds. Our 520 is tied to Comcast via our switch. The building provides Comcast business broadband, which is generally faster than T-1 down and 500-700 up on a good day. The service is subject to interruption. If your needs are critical, we recommend T-1 or faster contract service via one of our trusted vendors.

We have 50 pair of newly installed Copper, delivered to our Com-Room. This yields 12 discrete T1 lines (or various bonded T-1s or T-3, etc.). T-3 service is provided via ATT. The location of a CEV near us allows T-3 service over copper. We are currently testing very fast connectivity through a new vendor. The service is available on a contract basis. If you need speeds faster than a Bonded T-1 and up to 10MB/s please ask about the testing of this new service.

You must contract for telecom service beyond the casual use of our office phones. Most of our clients use their personal Cellular Phones in the building. The Studio provides WiFi and wired service as noted above via our Broad Band Cable Modem.

Our building is wired for Cat 5 and access to our wiring bay is provided, if your data requirements exceed our existing build out. Any requirement for telephone/data service must be made at least 2 months in advance of your event. Special requests should be in writing, including drawings of the required changes. Once the changes are in place, we suggest the client be on site prior to the event date(s) to test the requested service. All ISP-Telephone services are Billable to the Client. Please contact us for our local vendor information.

# Photography Rates 2009



## Studio Rates

Facility	Price (10 Hours)	Half Day
1st Floor Studio.....	\$1,500 .....	\$900
2nd Floor Studio.....	\$750 .....	\$750
3rd Floor Studio.....	\$1,200 .....	\$550

An on-site manager cost is included (\$350), however, Staffing Over Time is not.  
 Client agrees to leave studio as found and to remove excessive waste/recycling.

## Specifications

- Bookings are based on a 10 hour time frame
- Prep and Strike days are charged at 50% of rental rate
- Studio and Staff Over Time is calculated at 1.5 times the per hour rate

## In-House Equipment

Grip Cage: c-stands, apple boxes, clamps.....	\$75
Beauty Stand.....	\$75
Steamer.....	\$25
Leather Furniture Set .....	\$200

## Power Distribution: Per Day Cost (As needed)

Power Charge .....	\$400/day
In-house electrical will be charged as follows:	
3-phase distro box 1200 amps.....	\$200/day
Single Phase distro box 400 amps.....	\$100/day
100 amp extensions w/5 circuit Edison box.....	\$20/day
15 amp extensions (25' standard Edison) .....	\$5/day

A 20% RATE INCREASE between THANKSGIVING & THE NEW YEAR HOLIDAY.

# Film Rates 2009




---

## Studio Rates

Facility	Price (10 Hours)
1st Floor Studio .....	\$1,800
2nd Floor Studio.....	\$1,200
3rd Floor Studio.....	\$1,500

---

## Staffing

Facilities Manager..... \$350/day

- Bookings are based on a 10 hour time frame
- Prep and Strike days are charged at 50% of rental rate
- Studio and Staff Over Time is calculated at 1.5 times the per hour rate
- Client agrees to leave studio as found and to remove excessive waste/recycling

---

## In-House Equipment

Grip Cage: c-stands, apple boxes, clamps.....	\$75
Beauty Stand.....	\$75
Steamer.....	\$25
Leather Furniture Set .....	\$200

---

## Power Distribution: Per Day Cost

Power Charge .....

Power Charge .....	\$400/day
--------------------	-----------

In-house electrical will be charged as follows:

3-phase distro box 1200 amps.....	\$200/day
-----------------------------------	-----------

Single Phase distro box 400 amps.....	\$100/day
---------------------------------------	-----------

100 amp extensions w/5 circuit Edison box.....	\$20/day
------------------------------------------------	----------

15 amp extensions (25' standard Edison) .....	\$5/day
-----------------------------------------------	---------

A 20% RATE INCREASE between THANKSGIVING & THE NEW YEAR HOLIDAY.

# Social & Wedding Event Rates 2009



<b>Studio Rates</b>	<b>\$2,500 - 10,000</b>
1st Floor Studio .....	\$5,500
2nd Floor Studio.....	\$2,500
3rd Floor Studio.....	\$3,500
1st & 2nd Floor Studios.....	\$7,000
1st & 3rd Floor Studios.....	\$8,000
2nd & 3rd Floor Studios.....	\$5,000
Entire Facility (All Floors):.....	\$10,000
Kitchen space can be rented at \$50/hour when booking 2nd &/or 3rd Floor Studios.	

## Occupancy

1st Floor Studio .....	200 seated/400 standing
2nd Floor Studio.....	55 seated/110 standing
3rd Floor Studio.....	55 seated/110 standing

## Staffing Rates

Facilities Manager.....	\$350/day Required
Studio Assistant.....	\$250/day Additional when booking multiple floors

- All bookings are based on a 10 hour time frame
- Studio rental and Staffing rates are billed at 1.5 times exceeding 10 hours
- Prep and Strike days are charged at 75% of the rental rate
- Event will require City Permitting and Fire Watch at additional costs
- The need for security can be anticipated when occupancy exceeds 100 people.
- A floor plan sketch of the studio use is require 3 weeks prior to event date

## Lighting Package Costs (when it takes more than flipping on the switch)

Power Charge.....	\$400/day
In-house electrical will be charged as follows:	
3-phase distro box 1200 amps.....	\$200/day
Single Phase distro box 400 amps.....	\$100/day
100 amp extensions w/5 circuit Edison box.....	\$20/day
15 amp extensions (25' standard Edison).....	\$5/day

---

## Company Meeting Rates 2009



---

### Studio Rates

1st Floor Studio .....	\$1800
2nd Floor Studio.....	\$1200
3rd Floor Studio.....	\$1500

---

### Staffing

Facilities Manager.....	\$350
Studio Assistant .....	\$250

- Bookings are based on a 10 hour time frame.
- Over Time Rates for Studio and Staffing are calculated at 1.5 times the per hourly rate.
- RENTAL PRICE INCLUDES: garbage removal & cleaning.

---

### Options for Cleaning & Garbage Removal

- A. Client agrees to leave studio as found and to remove garbage.
- B. Client agrees to pay an additional \$200 for this service.

---

### Specifications

Dogpatch Studios recognizes a Company Meeting to meet the following description:

- The booking hours available are between 8AM - 7PM
- No more than 12 people in attendance
- Minimal AV/Tech needs
- Delivered catering

Bookings that are characterized outside of this description will fall into the 'Events' category.

Events have a specific rate sheet different than Company Meeting.

A 20% RATE INCREASE between THANKSGIVING & THE NEW YEAR HOLIDAY.

# Corporate Event Rates 2009




---

<b>Studio Rates</b>	<b>\$3,000 - 5,000</b>
1st Floor Studio .....	\$6,000
2nd Floor Studio.....	\$3,000
3rd Floor Studio.....	\$4,000
1st & 2nd Floor Studios.....	\$8,000
1st & 3rd Floor Studios.....	\$9,000
2nd & 3rd Floor Studios.....	\$6,000
Entire Facility (All Floors).....	\$10,000

---

## Occupancy

1st Floor Studio .....	200 seated/400 standing
2nd Floor Studio.....	55 seated/110 standing
3rd Floor Studio.....	55 seated/110 standing

---

## Staffing Rates

Facilities Manager.....	\$350/day Required
Studio Assistant.....	\$250/day Additional when booking multiple floors

- All bookings are based on a 10 hour time frame
  - Studio rental and Staffing rates are billed at 1.5 times exceeding 10 hours
  - Prep and Strike days are charged at 75% of the rental rate
  - Event will require City Permitting and Fire Watch at additional costs
  - The need for security can be anticipated when occupancy exceeds 100 people.
  - A floor plan sketch of the studio use is require 3 weeks prior to event date
- 

## Lighting Package Costs (when it takes more than flipping on the switch)

Power Charge.....	\$400/day
In-house electrical will be charged as follows:	
3-phase distro box 1200 amps.....	\$200/day
Single Phase distro box 400 amps.....	\$100/day
100 amp extensions w/5 circuit Edison box.....	\$20/day
15 amp extensions (25' standard Edison).....	\$5/day

A 20% RATE INCREASE between THANKSGIVING & THE NEW YEAR HOLIDAY.

---

## Team Building Rates 2009



---

### Studio Rates

Facility	Six Hour Booking	Full Day (up to 10 hours)
1st Floor Studio .....	\$1,500 .....	\$2,000 .....
2nd Floor Studio .....	\$1,000 .....	\$1,500 .....
3rd Floor Studio .....	\$1,200 .....	\$1,800 .....

Our 1st Floor Studio Kitchen can be rented at \$50/hour.

An on-site manager cost is included (\$350), however, Staffing Over Time is not.

---

### Specifications

Occupancy exceeding 50 people, please contact management for additional costs.

The booking hours available are between 8AM - 7PM.

Bookings after 7pm will need to cover Staff Over Time @\$52.50/hour.

Studio and Staff Over Time is calculated at 1.5 times the per hour rate.

Any use of flame (sterno, candle or otherwise) will need to be permitted through SFFD.

The use of more than 4 convection ovens will cost \$200 additionally.

---

### Options for Cleaning & Garbage Removal

- A. Client agrees to leave studio as found and to remove garbage.
- B. Client agrees to pay an additional \$200 for this service.

A 20% RATE INCREASE between THANKSGIVING & THE NEW YEAR HOLIDAY.

---

## In-House Rentals: Photo & Electrical



---

Grip Cage (c-stands, apple boxes and sandbags) .....	\$75/day
Mono Stand .....	\$50/day

---

### Electrical

3-phase distro box (1200 amps) .....	\$200/day
Single-phase distro box (400 amps) .....	\$100/day
100 amp extensions with 5 circuit Edison box .....	\$20/day
15 amp extensions (25ft standard Edison) .....	\$5/day

---

Beauty Stand .....	\$75/day
--------------------	----------

---

Fold-out chairs .....	\$25/dozen
Fold-out tables .....	\$50/dozen

---

## Facility Guidelines



---

Please read the following information, sign and return to our management staff. This will verify that you understand and agree to abide by the policies set by Dogpatch Studios in regard to the use of the studio venue and the neighborhood in which it does business.

Please distribute a copy of this document to all of the vendors that are involved with this booking.

---

## Hours & Delivery Requirements (These are neighborhood restrictions; no exceptions)

- The studios are available for booking between the hours of 7AM & 10:30PM
- Delivery or scouting needs are by appointment only; Monday - Friday
- Deliveries and loading must be made:

**Weekdays between 7AM & 7PM**

**Weekends between 10AM & 6PM**

*Please schedule with management prior because we are not always at the studios Monday - Friday*

- Arrangements for additional load-in/-out time is to be arranged with **Dogpatch Studios Management**
- Guests, staff, catering and all vendors must be vacated by 10:30 pm.  
This is when the facility is closed, no exceptions.

---

## Load-In & Load-Out

- All unloading and loading with cars, vans or trucks must be done from Dogpatch Studio's driveway at 991 Tennessee Street or from a legitimate parking space
- The Dogpatch Studios' driveway is not a loading dock, nor can it facilitate any vehicle over 15ft without proper parking permits
- If vehicle is larger than a passenger van, you will **need to discuss this option with Dogpatch Studios management** about facilitating your load-in -out
- Trucks larger than 15ft. require the front parking to be permitted
- Events cannot impede street traffic with vehicles waiting to unload
- Client must supply a load-in-out manager to oversee loading
- **DO NOT park, double-park or put your vehicle in Park in the driveway or street space in front of the driveway belonging to our neighbors to our south/to the right at 996 Tennessee Street.** Not even for a split second! No exceptions. Thank you.

---

## Facility Guidelines



---

### Sound policy

- Amplified music is not allowed or promoted on our 1st Floor Studio
- Amplified music must be sound tested with Dogpatch Studios Management prior to the event
- Sound speakers are to be positioned as instructed by DS Management and elevated off the floors
- The maximum power amplification is 85 decibels and 10% bass
- Amplified music must cease at 10:00 pm in any studio

**Guests, staff, catering and all vendors must be vacated by 10:30 pm. This is when the facility is closed, no exceptions.**

---

### Licenses & Permits

All required licenses and permits must be on file with Dogpatch Studios **three weeks** prior to the event date. This includes:

- Certificate of insurance in the amount of \$2,000,000.00 general liability
- Other pertinent certificates for: fire, alcoholic beverages, amplified sound, dance, and public assembly permits

---

### Fire & Flame

ALL use of fire must be properly permitted through SFFD.

- **This includes Sterno and open flame of any kind**

Dogpatch Studios is a nonsmoking facility. Smoking is not permitted anywhere on the property.

- **This ban includes the following areas: studios, on the 3rd Floor Patio, stairwells, in front of our building and in front of our neighboring residences**

Fire exits must remain clear and well lit.

- **This includes all stairs, hallways and corridors**

---

### Security

Dogpatch Studios reserves the right to require the hiring of SFPD security for event rentals. Rentals with extensive numbers of guests/cast/crew members &/or persons under the age of 21, are prone to this addition. **Expect that guest lists over 100 will need to discuss this option with Dogpatch Studios management.**

---

## Facility Guidelines



---

## Over Time Costs

Events are booked on a 10-hour basis. Labor and Rental Rates are subject to an Over Time Rate of 1.5/hour exceeding 10 hours (rental rate divided by 10 and multiplied by 1.5). **All over time rates are not ever prorated**—they are calculated from our regular studio and staff rates.

---

## Keep In Mind:

- Social events larger than 50 persons cannot be booked less than 14 days from event date.
- If required licenses, certificates & permits are not on file, the event cannot take place.
- Guests, staff, catering and all vendors must be vacated by 10:30 pm.  
This is when the facility is closed, no exceptions.
- The studio you book must be left, as it was, when you arrived. All items must be returned to their original place. Clean up all waste and dispose of it properly. Do not leave our garbage cans full—put into dumpster provided. If your waste exceeds the amount of space in the dumpster—you must take additional waste with you when you leave and dispose of it in a legal manner or be charged an additional garbage/recycling pick up fee.

---

## Agreement

I, (client's name/print) \_\_\_\_\_, understand and agree to these Guidelines made clear in the above document.

---

Client's Signature and Date

---

Client's Full Name (please print)