



*Working together to make a difference in our world, one heart song at a time.*

6185 Magnolia Ave. 115 Riverside, CA. 92506  
(951)512-0952



## **Recording Studio Rules & Regulations**

### **Rules:**

1. Upon entry of Major K Music, please silence and put into Airplane Mode all mobile devices, as they may interfere with the recording process. All phone calls must be taken outside the Studio in the Lobby or outside of the premises.
2. All refreshments must be kept outside the Control Room. Only water bottles with caps are permitted inside of the Recording Room.
3. Illegal substances, weapons and firearms will not be permitted or tolerated in the Studio under any circumstances. Immediate termination of your project, authority reporting, forfeiture of studio time payment, and a limited suspension may be levied. To resume services with Major K Music, you may request an interview after the suspension has completed.
4. Only individuals essential to the recording are to be present during the booked time.
5. Please request permission before using any studio equipment. The general rule is "If You Break It, You Buy It." This means you are responsible for the retail cost of the damaged materials.
6. Video Recording devices are permitted on a per-client basis for use in the studio when tracking is in progress. We understand that artists may like to utilize these recording devices to document their sessions for later use for practice or social media marketing.
7. Violating any of the above statements may result in permanent dismissal of services provided by Major K Music.

## **Regulations:**

1. A 50% deposit in advance of your session will guarantee the time slot you request. Without a deposit, if someone else would like to reserve your requested time slot and offers a deposit, it will be reserved to them.
2. Sessions are booked at the time and rates published by the studio (subject to change) unless other rates have been negotiated. Sessions that run longer than the original scheduled time will be booked at the standard hourly rate assuming the studio is available.
3. It is recommended that new clients tour the Studio prior to their first session. During this time we can discuss the parameters of your session and make a plan to ensure everything runs smoothly.
4. The session clock begins at the scheduled time that both parties agree upon. If you arrive early and the studio can accommodate an early start, then the session clock will begin at that time. If you are late for any reason, you will be charged from the scheduled session start time, with no exceptions. Please contact us if you are going to be late. Set up time will be billed at regular studio rates unless other arrangements are agreed to. This includes load-in and instrument setup, microphone placement, level setting, media transfer, etc.
5. Unforeseen problems can happen at the Studio. If session downtime occurs at the fault of the Studio's equipment, that time will not be billed. Major K Music's liability shall be limited strictly to the studio time of the booked session and clients agree to hold Major K Music harmless from any damages from such downtime.
6. Major K Music is not responsible for lost, damaged, or stolen gear left behind.
7. Major K Music requires at least 24 hours notice if you must reschedule or cancel an appointment, unless in the case of an emergency. If the cancellation is within 24 hours of your scheduled appointment, we will evaluate the nature of the cancellation to determine whether a cancellation fee will be applied to the Client's account. If a cancellation fee is levied, the Client will be notified. This cancellation fee will be collected before the resumption of any further services for the Client at the beginning of your next scheduled session.
8. The final Product including all mixes, masters, and source files will not be released to the Client until payment for services are received, per the signed agreement.

The Client is responsible for paying for studio time, must sign an agreement and will be held responsible for the actions of all artists and guests they bring to any session. These rules apply to all persons; absolutely no exceptions. This ensures a healthy business relationship between the signed parties and Major K Music.

The Client affirms they are the rightful owner or assignee of material to be recorded or reproduced. Major K Music and our employees are not responsible for copyright violations, talent or creative royalties, mechanical reproduction licenses, or any other liabilities for such material. The Client also agrees to indemnify Major K Music and its employees for any and all claims, costs, losses, detriments and expenses of any kind or nature; including, without limitation, attorney's fees and cost incurred by Major K Music by reason of any breach or alleged breach of any representation, warranty, or agreement made by the Client.

Prior to any session work beginning, the Client agrees to furnish a written signed copy of the above Studio Policies as a formal agreement and obligation to make payments and adhere to all other policy requirements as stated herein.

I have fully read and agree to all of the above terms.

Print Name \_\_\_\_\_

Band or Stage Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_