

# GREEN SCREEN SOHO

Green Screen Soho, 2 Archer Street, Soho, London W1D 7AW T: 020 7183 6236 E: Bookings@GreenScreenSoho.com

## APPLICATION TO BOOK STUDIO TIME

We would like to book Green Screen Soho on the following date(s): \_\_\_\_\_

Between the hours of : \_\_\_\_\_

Full Company Name (for invoicing purposes): \_\_\_\_\_

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

Post code: \_\_\_\_\_

Office Phone Number: \_\_\_\_\_

Name of Producer / person in charge of shoot: \_\_\_\_\_

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

Mobile Phone Number: \_\_\_\_\_

Cost of Studio Hire (ex vat): \_\_\_\_\_ Cost of Extras (ex vat): \_\_\_\_\_ TOTAL COST (Incl vat): \_\_\_\_\_

A 50% deposit is required to secure a booking, together with a completed and signed copy of this Application Form.

Deposits can be paid either by:

### 1. BANK TRANSFER

Acc Name: Soho Post Production Ltd

Acc No: 01287095

Sort Code: 18-00-02

### 2. CREDIT CARD

By using any credit card - Please call with details. By signing this form, I confirm that I authorise the use of my credit card for the payment of studio time and associated charges.

### 3. CASH OR CHEQUE

Please contact our accounts department if you wish to arrange a time to drop in.

A full VAT receipt will be issued in due course.

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We have read and understood the Terms and Conditions of studio hire and agree and accept all terms.

Signed: \_\_\_\_\_

Name (please print in capitals): \_\_\_\_\_

On behalf of company (please print in capitals): \_\_\_\_\_

Date: \_\_\_\_\_