

About the Space (1401)

THIS SPACE IS PERFECT FOR BUSINESS EVENTS, IT ALSO OFFERS AN EXPANSION OPTION WITH UP TO 4 MORE ADD ON SPACES FOR BREAK OUTS, ALSO AVAILABLE FOR PRIVATE PARTIES FOR AN ADDED RATE, SEE EVENT LISTING! To see a virtual tour and walk around the studio please click the following link:

<https://my.matterport.com/show/?m=uArySAc9m6U&mls=1>

Our freshly renovated studio, located in the heart of the Garment district on 38th Street and 8th Avenue, has wonderful natural light and stunning NYC views. Available for seminars, workshops, meetings, presentations, networking events, photo and video productions, also ideal for showrooms. We have 75+ comfortable chairs available plus couches and seating areas. We can seat about a total of 75 people. We have up to 9 professional 6 foot office tables in the main space and various conference table options in the adjoining conference spaces. We can also remove furniture from the spaces if needed. We also offer up to 13 clothing racks.

We are conveniently located only two blocks from the Times Square and 4 blocks from Penn Station. There is free street parking every day after 7:00PM and all day on Saturdays and Sundays. There are also several parking garages in our area. Our neighborhood offers a great selection of restaurants, artisan coffee shops, catering options and mainstream brands like Starbucks and Co.

Our venue loft is one of the most beautiful and affordable spots available in Manhattan, and it will help you to impress even the most sophisticated clients and guests. Studio facts: • Multiple meeting and shooting areas, plus multiple break out and conference rooms available, quiet central air conditioned, with 11ft ceilings . The event loft Studio 1401 has about 1,400 sq. ft of open space but also has a welcoming entrance area and up to 5 add-on space options , a 4K Projector & screen, large 75” smart TV, professional 4000W sound system, up to 4 mic system, sample product & album storage and ultra-fast 2000 Mbps Wi-Fi internet. Advanced video conferencing equipment (Jobi) is also available for rental upon request. The studio loft is equipped with a kitchen and refrigerator, sink, tea kettle, microwave oven and coffee maker. The studio has also two private bathrooms and additional bathrooms are available in the hallway. Studio 1401 is a perfect sales environment for a high-end brands.

The space is equipped with 144" wide seamless paper in black, gray or white. We do have V-flats, white on one side and black on the other (4x8 panels x8) You are more than welcome to bring your own gear, of course.

We also offer professional studio strobe system with 4 Westcott strobes including a trigger system and several modifier options for an additional rental fee.

1. Load in and out: Renter can come in with small sized gear via the passenger elevators, as long as it can be

carried by hand and if it is a regular suitcase size rolling unit. However, if the Renter brings in racks, heavy-duty equipment, hand trucks or equipment carts or items longer than 5 feet, the Renter has to use the freight elevators. No exceptions. The freight elevator entrance is at 308 West 39th Street (not 38th),. Freight elevator service is available from Mon.-Fri. from 8:00AM to 5:30PM and on Saturday from 8:00AM to 12:30PM. Other times need to be arranged prior to entry / exit.

2. Studio Key Door Lock: If Renter has booked a multi-day rental we will provide a temporary door lock key code. To open the door you push the "Home Icon" button on the top. Then you type in your assigned number code and the door opens. You walk in the studio, close the door and the lock will automatically close again after 30 seconds. You can mechanically unlock it from the inside with the handle. When you unlock the lock with the inside handle the door remains unlocked for 30 seconds. Please keep the door closed, so no strangers can walk in. When you leave the studio you open the door lock with the handle on the inside and walk out and close the door and then hit the top button again "Lock Icon". Please always check if the door is fully locked.

Parking: There are several parking garages around our studio. Free street parking is available around our studio after 7:00PM Mon-Sat. and all day on Sundays in dedicated areas. Commercial vehicles can park for limited times if you pay the parking meters in dedicated areas

during the week before 7:00PM. Parking charges vary greatly and are also depending on the time of day or if there are any other events happening in the area. We suggest using the app “Best Parking” to figure out the best options.

3. Hallways must stay clear: All hallways must stay clear of people and materials. Hallways cannot be used for storage or waiting area for people even for a short time. It would be a fire code violation! There is no signage in the lobby or in the hallways allowed; the only exception is the studio door.

4. Shipping product and equipment to the studio: Nobody is usually at the studio, so the Renter cannot ship anything to the studio before the rental, unless the Renter arranges delivery-receiving services with us for an additional fee. The staff of the building is not allowed to receive or store any packages on anybody’s behalf. You have to arrange deliveries during your rental time or arrange deliveries with us. Please inquire about delivery services via the platform.

5. Damages: Most damages accrues when renters carelessly move their stuff and gear into or out of the studio and when they move furniture. Renters are responsible for any drag marks in hallways and studio floors and it can cost \$500 and more to fix these issues. No dragging of any boxes, equipment or furniture on hallway or studio floors. Please be aware that hallways are monitored by the building and have video surveillance.

Renter is not allowed to move any furniture without permission besides chairs and folding tables (Do not move the large tables in the additional conference rooms). Move chairs and folding tables with two people if required and never drag anything on the floor. Renters are not allowed to tape, nail, staple, glue, screw anything to the walls, floors or ceilings. Renter is responsible for any damage done by them, their guests and associates during the rental time.

7. Cleaning: We expect the renter to leave the space in the same condition as they received it. We do offer cleaning services for an additional fee.

8. Trash: We will take care of the trash bags after the event. There are trash bags in the kitchen cabinet. We ask the Renters to make sure that their trash is not “wet”. Empty all fluids and drinks into the toilet or sink before Renter puts the containers, cups, glasses, bottles into the trash. Please place the trash bag inside the studio near the entrance.

9. Use common sense: There is no smoking, no throwing things out of the window, no cooking and no overnight stay allowed in our building. Turn off light and make sure the studio door is locked before you leave. Do NOT discuss any issues with anybody on the building staff, you must call us first to address any issues!

10. Speaking to building Staff and Security: Building staff is there to serve leaseholders and building tenants not our

Renters or their guests. If you have any questions or issues about anything, please contact us, Wolfgang (212-724-1790) or Jorg (212-781-8178). All issues need to be discussed with us first and never with the building staff except if in a real emergency and you can't reach any of us.

11. Bring what you need: Renter is responsible for all utensils, cups, plates, napkins and tablecloths.

12. Overtime use: We are a very busy studio and we do have often multiple rentals on the same day. You will be able to stay longer for the same hourly fees if the studio is available and if you coordinate with us in advance. You cannot just stay longer without our approval.

13. Location Release Form: We are happy to sign a location release form as long as it is limited to the inside of our studio only. We don't own the building, so we cannot sign any other releases. Specify the location with our exact address in your release form.