# Equipment Usage Rules and Guidelines:

## 1. Complimentary Equipment:

• We are delighted to provide a range of high-quality equipment for your creative projects, completely free of charge.

## 2. Equipment Booking Process:

• To access equipment, simply tick the items you require on the booking form. Only the equipment you request will be provided for your booking.

## 3. Responsibility for Care:

• While our equipment is complimentary, we kindly ask that you handle it with care and responsibility.

## 4. Autocharge for Damage:

• Please note that in the event of equipment damage during your session, an autocharge may be applied. The fee is determined based on the extent of the damage, with a maximum limit of £300. This charge is to cover repair or replacement costs.

Thank you for your cooperation. We take pride in providing complimentary equipment for your convenience. Please enjoy these resources responsibly.