



**House**

**2D HOUSE COVID-19 MEASURES**

**ATTENTION VISITORS**

Beginning in November 2020, we will be screening all clients and visitors who are required to enter the premises. Our staff will ask a series of questions and perform a temperature check to ensure that our Staff and Clients remain safe during this uncertain time. We encourage anyone renting from us to inquire about our After Hours Cage options for Pick-up/Return or to call us upon arrival to reduce the need to come inside.

Thank you,

**GENERAL PRACTICES**

- A distance of 2 meters must be maintained between all persons in the building at all times.
- A PPE Station is set up at the Rentals entrance to the building equipped with Hand Sanitizer, Masks and Gloves.
- Masks are mandatory at all times, if you do not have a mask we will happily provide them with one.
- The consumption of food or drink will be prohibited until further notice in the Rentals department. This includes Camera Preps, Load outs or Clients waiting in Reception. Visitors will be asked to leave in the event they disregard this rule.
- At this time we will not be booking Camera Tests that are independent on confirmed bookings.
- Whenever possible gear will be isolated for 72 hours before and after jobs. All gear will be wiped down/disinfected with 70% alcohol, further measures may apply to particular items.
- We will not be accepting walk-in rentals at this time.
- Our front door will be locked during our regular hours of operation however we are easily reachable via [rentals@2dhouse.com](mailto:rentals@2dhouse.com) or 416-800-2193.

**2D House Inc.**

2440 Tedlo Street  
Mississauga, ON L5A 3V3

+1 416.800.2193  
[2dhouse.com](http://2dhouse.com)



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## CAMERA PREP

- All Camera preps must be booked in advance and coordinated by the CSR, Production Contact and Camera Assistant. Camera preps will be limited to 2 people per camera being prepped.
- Camera packages will be staged in alternating prep bays and no bay will be utilized more than once in a 24 hour period.
- Clients are asked to remain in their bay during their time on the premise with the exception of bathroom use. A rental technician will remain on site to service the Clients as needed.
- Until further notice no visitors will be allowed in the building, all pick-ups and load-ins must be performed in the parking lot or, weather not permitting, in the reception loading bays.
- We recognize that gear needs can change and special requests come up over the course of preps. We ask at this time that our clients do their utmost to ensure their gear lists are fully considered and executed prior to the prep to avoid last minute changes.

## PACKAGE TRUCKS

- All 2D House Drivers will be required to wear a mask at all times while operating the vehicle or handling equipment. Only 2D House staff will be permitted on the vehicles in any capacity.
- Production Safety precautions and policies will need to be shared with 2D House prior to finalizing any vehicle booking.
- The production must coordinate a designated hand off point at each shooting location to limit contact with the Driver. Whenever possible, a Walkie Talkie should be provided to the Driver. Our Driver's will continue to pull and provide equipment to the production via the hand off point. When gear is "wrapped" it should be returned to the hand off point and the Driver should be notified.

## STUDIOS

- Masks are mandatory within our facility at all times unless you are in a designated eating area. If our clients do not have a mask we will happily provide them with one.
- 2D is now offering screening for productions who cannot supply their own staff to do so. Please inquire with [studios@2dhouse.com](mailto:studios@2dhouse.com) to find out more.
- A Touchless Hand Sanitizer Dispenser is set up at the Studio entrances on the North and South side of the building.

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- A complete list of all visitors (cast, client, crew) will be required from all productions prior to their first day in Studio. This is to be updated and sent for all days spent at 2D.
- A map noting the entrance and parking to the Studios (provided by 2D House) must be included and sent on all call sheets to limit unnecessary visits to the Rentals department.
- Productions are responsible for chaperoning all personnel that arrive after general crew call to avoid unnecessary contact.
- Whenever possible, we ask that visitors who can perform their tasks remotely remain off-site for the duration of the rental period.
- Camera preps for Studio jobs should still happen within the Rentals department. The access between Rentals and Studios will remain locked and anyone who wishes to access one or both areas must travel around the exterior of the building to reach the other department.
- No outside animals will be permitted on site, sorry puppos! Special exceptions will be made for animals performing on camera.
- Temporary barricades and lane markings will be used to direct traffic and limit productions from unauthorized areas. Additional signage will be provided as necessary to direct traffic further.
- Any production that requests to use a Studio within 24 hours of another booking will be subject to a \$75 Studio Turnover fee.
- Clients will need to perform a "deep clean" of the Kitchen after their use. Please factor the time for this deep clean into your working day.

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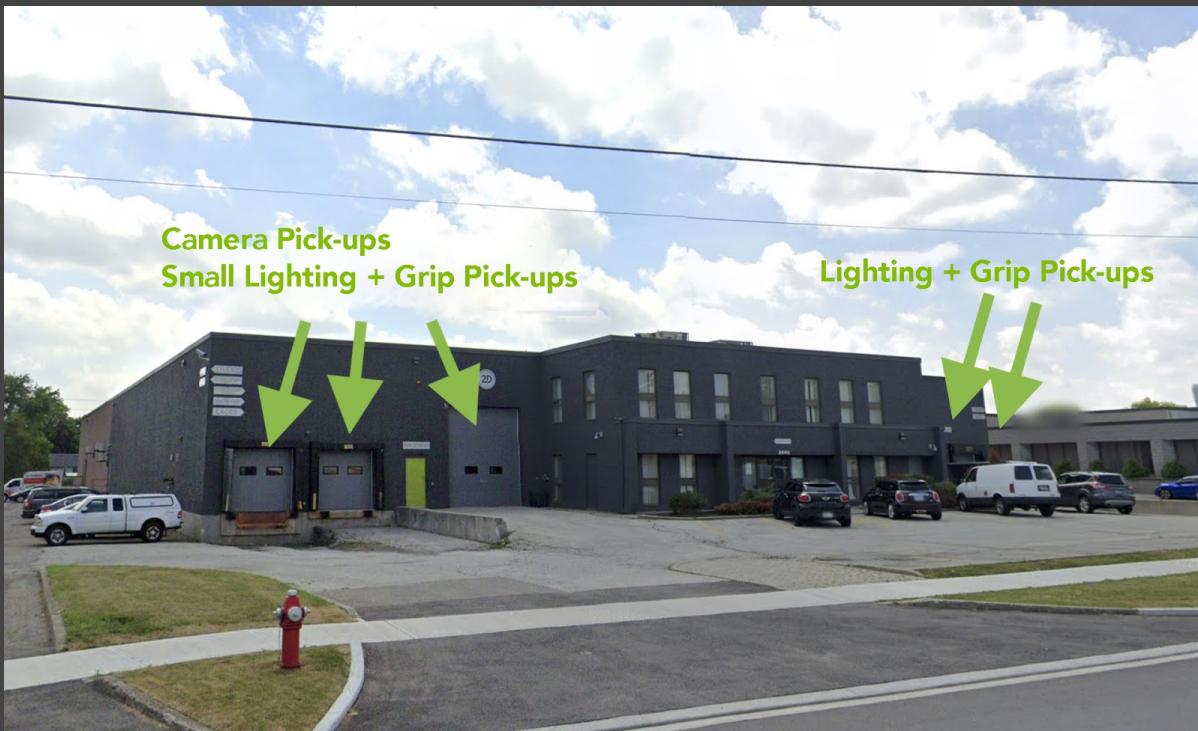
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## CURBSIDE PICKUP PROCEDURES

- Please call +1 416.800.2193 upon arrival for your Curbside Pickup or Dropoff and have your Order Number or Production Name ready. We will send someone out to your vehicle to assist you.
- Please allow 5-15 minutes for our staff to assist you with your order.
- Camera Orders: Please park near or at the Main Entrance loading doors/docks.
- Lighting, Grip & Locations Orders: Please park at Loading Docks 4 or 5 for large orders. Smaller orders can be handled at the Main Entrance.
- Our staff will bring the gear to your vehicle however we ask that the Driver be responsible for the loading and unloading of the vehicle.



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