



House

2D HOUSE COVID-19 MEASURES

Due to the current global pandemic, 2D house has made the following amendments to our procedures to ensure the safety of our clients and staff.

Thank you for your cooperation and understanding,

GENERAL PRACTICES

- As of November 2020, all clients and visitors are screened upon entry into our facility. The screening includes a series of questions as well as a temperature check performed by our staff.
- All visitors to 2D House are required to wear a mask at all times, if our clients do not have a mask we will happily provide them with one.
- A distance of 2 meters must be maintained between all persons in the building at all times.
- A PPE Station has been set up at the main entrance of the building with a touchless hand sanitizer dispenser. Masks and gloves are available to guests upon request.
- The consumption of food or drink is 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 are not accommodating camera tests that are independent of confirmed bookings.
- Whenever possible gear is isolated for 72 hours prior to picking for orders. All gear is wiped down/disinfected with 70% alcohol, further measures may apply to particular items.
- Until further notice there are no walk-in rentals, Studio walkthroughs or scouts permitted on-site.
- All gear pickups are to be facilitated via our Curbside pick-up procedures or through the use of our Secure cages on site.
- Our front door will be locked during our regular hours of operation however we are easily reachable via rentals@2dhouse.com or 416-800-2193.

2D House Inc.

230 New Toronto Street, Unit #1
Etobicoke, ON M8V 2E8

+1 416.800.2193
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.

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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 to find out more.
- A Touchless Hand Sanitizer Dispenser is set up at the main entrance of the building.
- A complete list of all visitors (cast, client, crew) is required from all productions prior to their first day in Studio. This is to be updated and sent for all days spent at 2D House.
- 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 be granted permission by a 2D House staff member.
- No outside animals will be permitted on site, sorry puppos! Special exceptions will be made for animals performing on camera.
- 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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CURBSIDE PICKUP PROCEDURES

- Please call +1 416.800.2193 upon arrival for all Curbside Pickups or Drop offs and have your Order Number or Production Name ready. We will send someone out to your vehicle to assist you.
- Please allow 5-10 minutes for our staff to assist you with your order.
- Our staff will deliver 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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