



House

## **2D HOUSE STUDIO HEALTH AND SAFETY GUIDELINES**

We are very excited to be opening the Studio doors again here at 2D House however now more than ever we need to ensure that all productions, their crews and our staff feel safe every time they enter our space and use our equipment. We have implemented the following changes in an effort to confidently host new and returning clients.

Our guidelines will be reviewed often and adhere to current advice from the government as well as industry professionals and organizations. If at any time, you feel there is more we can do, we encourage you to reach out to [studios@2dhouse.com](mailto:studios@2dhouse.com).

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### **STAGGERED BOOKINGS**

In the past we have made every effort to maximize the usage of our space while respecting the parameters of each unique shoot, sometimes hosting 3 separate productions at a time. We will allow a maximum of 2 productions in our facilities on a given day however every occurrence will be assessed on a case-by-case basis. No adjoining Studios will ever be booked by separate productions on the same day and every effort will be taken to restrict productions from one another. After the rental term has ended, a mandatory 1-day break will be observed for the specific Studio that was used. This will allow our cleaning staff to properly sanitize every stage and high contact surface before the next client begins their rental. This rule will not apply to multi-day bookings and clients will be responsible for sanitizing their studio between their days of use. In the event a Production has requested to waive this 1-day break, a Studio Turnover fee will apply.

### **RESTRICTING ACCESS AND MONITORING TRAFFIC**

Wherever possible, we will control the flow of traffic and limit site access to only rented stages, bathrooms and meal areas. This will be accomplished through the use of temporary barricades, the creation of lanes in our hallways and limiting the number of clients allowed per Studio and suggesting limits on the number of clients in Offices/Make-up rooms.

While the Southern Studio entrance will be unlocked for our clients, we ask that production be responsible for chaperoning all personnel into the building and aid in directing them to the appropriate stage to avoid unnecessary contact in other areas of the building. The entrance on the Northside of the building will remain locked and all access to the Ground Level Loading Bay will be controlled by 2D staff. There will also be no access to the Studios from the Rentals department and vice versa.

As always, a map outlining the parking area and entrance will be provided to all productions who have rented our facilities.

#### **2D House Inc.**

2440 Tedlo Street  
Mississauga, ON L5A 3V3

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**OCCUPANCY LIMITS\***

STUDIO	CAPACITY
ALPHA	15-20
BRAVO	12-15
CHARLIE	8-10
DELTA	8-10
ECHO	6-8
FOXTROT	4-5
KITCHEN	4-5

\*Occupancy limits are subject to change based on the number of Studios being rented.

**VISITORS AND NON-ESSENTIAL PERSONNEL**

We ask that our clients provide 2D with a complete list of all personnel visiting the Studio during their term, whether it be through a call sheet or other means and urge all non-essential staff to remain off site where appropriate. We ask that one crew member from each Production be designated as a "COVID coordinator", this person will liaise with 2D as necessary throughout the rental term.

**PERSONAL PROTECTIVE EQUIPMENT**

We are pleased to offer Personal Protective Equipment (PPE) to our clients in the form of an expendable package. We have designed podium style PPE stations complete with Antibacterial Wipes, a Touchless Hand Sanitizer Dispenser as well as Disposable Gloves and Masks. These PPE stations easily mount to a Griphead/C-stand and can be placed around the building as necessary. Please inquire for details on pricing.

In addition to the sale of PPE, we will be supplying Antibacterial wipes in our Bathroom stalls and strongly encourage our clients to utilize them after every bathroom use.

It is now mandatory for all clients to wear masks, aside from talent being filmed. If you do not have your own mask we will happily provide you with one. We ask our clients to do their utmost to maintain a safe physical distance between one another as much as possible while working together on set.

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### LUNCH AREAS & MEAL BREAKS

The Northern Laneway of our building has been set up with a permanent lunch area with a maximum of 2 persons per 8' table. If more than one production is in our Studios at a time, an additional Lunch area will be designated within the building. We encourage productions to stagger lunches when possible and to sanitize the tables between seatings as required. 2D Staff will be solely responsible for setting up tables and chairs in these areas and handle all sanitization before and after shoots. In each designated lunch area, there will be a dolly set-up to receive used chairs that will undergo sanitization or quarantine before re-use. Additional tables, chairs and director's chairs will be available upon request.

### OUR STAFF

On production days our staff will wear masks and gloves and be stationed either at the Studio Desk or in the Studio Manager's Office. We love visiting our clients on set and seeing all the unique ways the space is shot however at this time our staff will be limiting interactions with clients unless absolutely essential. We will also be sanitizing all contact points in our bathrooms every 3-4 hours on top of our nightly cleaning service.

If any additional gear or support is required throughout the day it is critical that the request be made with a Studio Representative and not with the Rental Technicians. We know this process will add some extra time to the day and ask for your patience in fulfilling requests.

As always we will still be offering our Studio Lighting Packages in an effort to make shooting in our space as simple as possible.

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With all the changes the world has seen in the last few months there is no doubt that we are all eager to return to work and maintain the Production hub that Toronto and the GTA has become. We are dedicated to continuing our level of service you've come to expect and can't wait to see you back!

Thank you,

2D House Inc.

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