



SOL STUDIOS RENTAL CHECKLIST!

Thank you for renting Sol Studios, have a wonderful time! Please print & bring this checklist to help make your event run smoothly. For questions: text/call Brycken at (808) 280-2804.

OPENING THE STUDIO:

- * Use lock-box to the right of the entrance, code provided when rental is confirmed.
- * Unlock, return key to box, scramble numbers every time you unlock/lock the door!
- * Turn on lights in changing rooms, bathroom, hall & studio.
- * Turn fans to low, remote is on the stereo shelf.
- * To open or close the studio curtains (slowly) use long stick in the back room.
- * Check if toilet paper or paper towels need to be re-stocked. Paper supplies are kept on the shelf in the bathroom, extras in the outside closet, the key is on a key-chain in the top desk drawer.
- * To turn the heat up or down: turn round silver knob on the wall by windows.

CLOSING THE STUDIO:

- * **Please leave Studio clean & neat, ready for the next class or event:**
- * If air conditioner was turned on, set it back to **heat**. **Never turn it off.**
- * Close and lock all windows. Stack all props neatly.
- * Sweep floors, the swiffer is in the back room.
- * Empty the garbage, the garbage cans are on the left at the edge of the parking lot.
- * Re-stock toilet paper & paper towels if needed.
- * Turn off all lights (backroom too if on) except for front window light.
- * Close all doors to studio to keep the heat in.
- * Lock door, return key, scramble numbers every time you unlock/lock the door!

RENTAL FEE INCLUDES: 1000 sqft studio space: fits 30 Yoga Mats or 75 seated. 25 chairs available. Stereo w/I Pod input. Use of assorted Yoga props: wool blankets, bolsters, blocks, etc. Some mats available. Please use spray cleaner (by stereo) on any mats used, wipe off & hang on bar to dry. Encourage students bring their own mats. Bathroom & shower available, no cooking facilities. No food, smoking, alcohol or drugs permitted in the studio. Food is fine outside in the courtyard. Ample free parking.

CLIENT RESPONSIBILITIES:

I agree to leave Sol Studios in good, clean working order, ready for the next event or class: clean floors, doors & windows locked, props stacked neatly, heat & lights turned off. As floors dent easily, I will place blankets under any heavy items. I will not lean on/put weight on the mirrors. I agree that I am responsible for holding a safe space for all people I am working with and for the security of Sol Studios.

PLEASE PRINT THIS CHECK LIST OUT & BRING WITH YOU TO YOUR EVENT.

ENJOY SOL & THANK YOU FOR YOUR CARE AND ATTENTION TO THE STUDIO!


