



LOCATION HIRE AGREEMENT

THIS AGREEMENT IS DATED:

BETWEEN

1. PARTIES:

1.1

Gracepoint Events Limited, 161 – 169 Essex Road, London, N1 2SN

Registered in England & Wales under the Company Number:

13645785

("LICENSOR");

1.2

("LICENSEE")

NOW IT IS HEREBY AGREED as follows:

2. DEFINITIONS

CANCELLATION FEE: the fee specified in Schedule 1 payable by the Licensee to the Licensor in accordance with clause 10.5.

DAMAGE: any damage to the Property whatsoever which occurs during the Hire Period, including:

- (a) any damage to the Property by way of all usual insurable risks; and
- (b) any minor damage to any fixtures, fittings, furniture or design of the Property, including all scratches, marks, or any other damage to any surface of the Property

which is caused by the acts or omissions of the Licensee, its employees and persons authorised by it to enter upon and use those parts of the Property.



DAMAGE ADMINISTRATION FEE: the fee specified in Schedule 1 payable by the Licensee to the Licensor in accordance with clause 5.6.

DEPOSIT: the Deposit specified in Schedule 1.

EVENT: the event function or production for which the Licensee is hiring the Property as specified in the Schedule 1.

EXTENSION: an extension of the Hire Period agreed between the parties in accordance with clause 6.2.

EXTENSION FEE: the fee payable by the Licensee for an Extension as set out in Schedule 1.

FORCE MAJEURE: any cause preventing either party from performing any or all of its obligations under this Agreement which arises from or is attributable to either acts, events, omissions or accidents beyond the reasonable control of the party so prevented including failure of a utility service or transport network, act of God, war, riot, civil commotion, malicious damage, compliance with any law or governmental order, rule, regulation or direction, accident, breakdown of plant or machinery, fire, flood or storm or war, civil war, armed conflict or terrorist attack, nuclear, chemical or biological contamination or sonic boom.

HIRE FEE: the fee payable by the Licensee for the hire of the Property and the supply of the Services as set out in Schedule 1.

HIRE PERIOD: the Dates/Times agreed for the hire of the Property as set out in Schedule 1 together with any Extension or Over-run.

LOSS: all direct loss howsoever arising, by way of theft, Damage or otherwise.

OVER-RUN: any period of occupation of the Property by the Licensee beyond the Event End Date/Time stipulated in Schedule 1.

OVER-RUN FEE: the fee payable by the Licensee if the Hire Period is extended as a result of an Event over-run or failure by the Licensee to vacate the Property on or before the Event End Date/Time stipulated in Schedule 1.

PAYMENT DATE: the Payment Date specified in Schedule 1.

Full payment must be received prior to access. **NO ACCESS TO PROPERTY FOR EVENT WILL BE PERMITTED UNLESS FULL PAYMENT TERMS HAVE BEEN ADHERED TO.**



PROPERTY: Gracepoint, 161-169 Essex Road, London, N1 2SN or area or **rooms** within the Property to be hired by the Licensee as specified in Schedule 1.

REGULATIONS: the Regulations set out in Schedule 2.

SCHEDULE OF CONDITION: a document (either written or photographic) recording the condition of the Property prior to the commencement of the Hire Period arranged by the Licensor and agreed by the parties in accordance with clause 4.3.

SERVICES: the supply of catering services and consumables, and any additional services or equipment, at the Event as specified in Schedule 1

UTILITIES FEES: Included in the Hire Fee

WORKING DAY: a day other than a Saturday, Sunday or public holiday in England, when banks in London are open for business

2.2 In this Agreement the masculine gender shall include the feminine and neuter genders and the singular shall include the plural and in both cases vice versa. Any agreement by two or more persons shall be made by such persons jointly and severally and the term 'Parties' shall include their respective successors in title.

2.3 Every reference to an Act of Parliament shall, unless the context otherwise requires, include any Act or Acts for the time being in force, amending or repealing the same and any order, instrument, plan, regulation, consent, direction, byelaw or licence made or given under or in pursuance of this Agreement.

2.4 Any words following the terms including, include, in particular, for example or any similar expression shall be construed as illustrative and shall not limit the sense of the words, description, definition, phrase or term preceding those terms.

2.5 A reference to **writing** or **written** includes email.

2.6 The Schedules form part of this Agreement and shall have effect as if set out in full in the body of this Agreement and any reference to this Agreement includes the Schedules.



3 RECITALS

3.1 The Licensee agrees to hire the Property as an event or production location and is willing to pay the Hire Fee.

3.2 The Licensor is willing to licence to the Licensee the Property as a private event or production location for the Dates/Times in consideration of the Hire Fee.

4 LICENSEES RIGHTS & OBLIGATIONS

4.1 The Licensor permits the Licensee, its employees and persons authorised by it to enter upon and use those parts of the Property specified in Schedule 1 on the Dates/Times set out in Schedule 1 at their own risk for the sole purpose of the Event.

4.2. The Licensee acknowledges that:

- (a) the Licensee shall have the right to enter and use the Property as a licensee only and no relationship of a landlord and tenant is created between the Licensor and the Licensee by this Agreement; and
- (b) the Licensor retains control, possession and management of the Property and the Licensee has no right to exclude the Licensor from the Property. The Licensor reserves the right to enter the Property at all times during the Hire Period, including to supply the Services.

4.3 On or prior to the commencement of the Hire Period the Licensor and the Licensee shall agree the Schedule of Condition which will be used for reference purposes during any necessary reinstatement of the Property.

4.4 The Licensee confirms that it has inspected the Property and carried out a risk assessment and acknowledges that it exercises the rights granted by this Agreement at the Licensee's own risk.

4.6 The Licensor shall on or prior the commencements of the Hire Period notify the Licensee of the "Electricity power capacity" in the Property. The Licensee having been notified of this shall assume the responsibility to work within this limit to avoid any power overload.

4.7 The Licensee shall pay any costs arising from any power re-connection / re-instatement resulting from a breach of the "power capacity" limit.

4.8 The Licensee shall not leave on any part of the Property any goods of any kind bottles or rubbish or other materials or obstruction of any description whatsoever and in the event of



any breach by the Licensee of this clause the Licensor shall be entitled without notice to remove anything so left without being liable for any Damage or Loss occasioned by such removal. The Licensee shall indemnify the Licensor against all reasonable costs claims and expenses lawfully arising from such removal.

4.9 The Licensee will carry out whatever work is necessary to return the Property to the Licensor in the condition it was in at the commencement of the Hire Period as evidenced by the Schedule of Condition. If the Licensee fails to do so it will pay the full cost of making good any Damage or Loss arising from such failure, including paying all reasonable costs of location cleaning services. The Licensor will notify the Licensee in writing that it is liable for any cleaning or rubbish removal within 24 hours of end of the Hire Period and/or that it is liable for any Damage within 7 days of the end of the Hire Period. If any period of repair of Damage or reinstatement of the Property extends beyond the Dates/Times specified in the Schedule 1 due to the act or omission of the Licensee the Licensee will be liable to pay reasonable Over-run Fees at the Licensor's discretion.

4.10 The Licensee acknowledges that it has inspected the Property prior to signing this Agreement that neither the Licensor, nor their agents nor their employees shall be liable for any inaccuracy or change in its description or condition as depicted by any marketing material and the Licensee shall remain subject to the terms and conditions of this Agreement irrespective and the Hire Fee will remain payable.

4.11 The Licensee shall at all times during the Hire Period be responsible for the health and safety of all personnel accessing the Property.

4.12 The Licensee shall at all times during the Hire Period comply with the Regulations.

5 PAYMENTS

5.1 The Licensee must pay the Deposit within 5 working days of the date of this Agreement.

5.2 The Licensee must pay the Hire Fee and any VAT in full to the Licensor by cheque, bank transfer or any alternative method agreed by the Licensor upon signature of this Agreement (or if later) on or before the Payment Date. **This Agreement will automatically terminate if payment is not made in full on or before the Payment Date.**

5.3 Save for any force majeure event or any act or omission by the Licensor that prevents the Licensee from hiring the Property, in the event of cancellation after signature of this Agreement by the Licensee, the Hire Fee and any VAT shall remain due and payable.



5.4 The Deposit will be held by the Licensor in its account from the date of receipt until the end of the Hire Period to cover any claim for Damage or Loss to the Licensor and/or the Property or any failure on the part of the Licensee to reinstate the Property on or before the Event End Date/Time to the condition that it was in at the commencement of the Hire Period.

5.5 After deducting from the Deposit any agreed cost of Damage/Loss to the Property/Licensor or any other sums outstanding, including without limitation, Over-Run and Extension Fees, the balance remaining, if any, shall be repaid to the Licensee by the Licensor by cheque via the post, bank transfer or any alternative method agreed by both parties following the termination of this Agreement and within 30 Working Days of re-instatement being complete.

5.6 In the event that monies for Damage, Loss or re-instatement costs are due to the Licensor from the Deposit the Licensor will charge the Licensee a Damage Administration Fee in addition to the agreed sum for Damage, Loss or re-instatement, which will be deducted from the Deposit or alternatively will be payable by the Licensee within seven days on receipt of a VAT invoice from the Licensor.

5.7 The Licensor reserves the right to charge interest for late payment of any sum payable under this Agreement at the rate of 4% a year above the base lending rate of National Westminster Bank plc from time to time.

5.8 All amounts payable by the Licensee under this Agreement shall be paid in full without any set-off, counterclaim, deduction or withholding (other than any deduction or withholding of tax as required by law).

6 OVER-RUNS AND EXTENSIONS

6.1 If the Licensee fails to fully vacate the Property and return it to the Licensor in the condition shown in the Schedule of Condition on or before the Event End Date/Time (including a 30 minute allowance for all guests to leave the building and a one hour allowance for all personnel and/or vehicles to completely vacate the Property) the Licensee will pay an Over-Run Fee for each additional hour or part of an hour of occupation.

6.2 The Licensee may extend the Hire Period at the Licensor's discretion subject to:

(a) Availability of the Property;

(b) The Licensee providing the Licensor with at least one Working Days' notice of its requirement to extend; and



(c) payment of the Extension Fee in advance of the commencement of the Extension.

6.3 The terms and conditions of this Agreement shall remain in full force and effect during any Over-Run or Extension.

7 INSURANCE AND INDEMNITY

7.1 The Licensor has obtained insurance cover in respect of its own legal liability for individual claims not exceeding £25000 per claim. The limits and exclusions in this clause reflect the insurance cover the Licensor has been able to arrange.

7.2 The restrictions on liability in this agreement apply to every liability of the Licensor arising in connection with this Agreement including liability in contract, tort (including negligence), misrepresentation, restitution, deliberate fault or otherwise.

7.3 Nothing in this Agreement limits any liability which cannot legally be limited, including liability for:

- (a) death or personal injury caused by negligence; and
- (b) fraud or fraudulent misrepresentation.

7.4 Subject to clause 7, the Licensor shall not be liable for:

- (c) the death of, or injury to, the Licensee or that of the Licensee's employees, contractors or any other guests or invitees to the Property; or
- (d) damage or theft of any property of the Licensee or that of the Licensee's employees, contractors or other guests of invitees to the Property.

7.5 Subject to clause 7.1 and clause 7.2, the Licensor's total liability to the Licensee shall not exceed £25,000.

7.6

- (a) Subject to clause 7.2 and clause 7.3, clause 1.1(b) excludes specified types of loss.
- (b) The following types of loss are excluded:
 - (i) loss of profits;
 - (ii) loss of sales or business;
 - (iii) loss of agreements or contracts;
 - (iv) loss of anticipated savings;
 - (v) loss of use or corruption of software, data or information;



- (vi) loss of or damage to goodwill; and
- (vii) indirect or consequential loss.

7.7 Unless the Licensee notifies the Licensor that it intends to make a claim in connection with this Agreement within the notice period, the Licensor shall have no liability for that claim. The notice period for a claim shall start on the day on which the Licensee became, or ought reasonably to have become, aware of the incident giving rise to the claim having occurred and shall expire one month from that date. The notice must be in writing and must identify the incident and the grounds for the claim in reasonable detail.

7.8 The Licensee will obtain at its own cost and provide to the Licensor in advance of commencement of the Hire Period evidence of insurance with a reputable insurer to cover its liabilities under this Agreement, including public liability insurance against all legal liabilities to any third party for death, injury and damage to property arising out of the error or omission or negligent, deliberate or accidental act of the Licensee, its employees or agents, with a limit of cover of no less than £5,000,000.00 (5 million pounds) for each and every claim.

7.9 The Licensee will indemnify and keep indemnified the Licensor against all actions, proceedings, costs, claims, damages and demands which may be brought or made against the Licensor in respect of accident, Loss or injury to any person or Damage to the Licensor's property arising out of the error or omission or negligent, deliberate or accidental act of the Licensee, its employees or agents.

8 INTELLECTUAL PROPERTY RIGHTS AND CONFIDENTIALITY

8.1 The Licensor hereby acknowledges that the Licensee owns the entire copyright in the Event and all other vested future or contingent rights of any kind or nature whether now known or created after the date of this Agreement including all rights of merchandising, distribution and exploitation in and to the results and proceeds of the Event and any spin off or derivative, including, subject to clause 10.2, all audio and audio-visual recordings and such rights shall extend for the full period of copyright including any and all renewals, reversions and extensions thereof.

8.2 Each party undertakes that it will not at any time hereafter use, divulge or communicate to any person, except to its professional representatives or advisers or as may be required by law or any legal or regulatory authority, any confidential information concerning the business or affairs of the other party which may have come to its knowledge and each of the



parties shall use its reasonable endeavours to prevent the publication or disclosure of any confidential information concerning such matters.

9. WARRANTIES

9.1 The Licensor warrants and undertakes with the Licensee that the Licensor has the legal power and authority to enter this Agreement in respect of the Property and the legal authority to grant the rights granted by this Agreement.

9.2 For the purpose of this Agreement the Licensor shall be deemed to include the freeholder, any leaseholder or any tenant of the Property and their properly appointed agent, manager or representative who hereby warrants and undertakes together with their principal if appropriate that they have the power or authority to grant the rights granted by this Agreement.

10. RESTRICTIONS AND TERMINATION

10.1 The Licensee will only have access to the areas of the Property specified in Schedule 1.

10.2 The Licensee shall not, without further agreement of the Licensor in writing be entitled to film or photograph on or at the Property outside of the areas described in Schedule 1. Unauthorised filming or photography will constitute a breach of this Agreement by the Licensee and no permission to use or exploit such material is granted. Any such filming shall constitute a material breach of this Agreement and the Licensor shall be entitled to seek to recover any Loss or damages suffered howsoever arising.

10.3 The Licensor may terminate this Agreement with immediate effect by giving the Licensee notice in writing if:

- (a) the Licensee fails to pay any amount due under this Agreement on the due date for payment;
- (b) the Licensee commits a material breach of any term of this Agreement;
- (c) the Licensee takes any step or action in connection with its entering administration, provisional liquidation or any composition or arrangement with its creditors (other than in relation to a solvent restructuring), obtaining a moratorium, being wound up (whether voluntarily or by order of the court, unless for the purpose of a solvent restructuring), having a receiver appointed to any of its assets or ceasing to carry on business or, if the step or action is taken in another jurisdiction, in connection with any analogous procedure in the relevant jurisdiction; or



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- (d) the Licensee's financial position deteriorates so far as to reasonably justify the opinion that its ability to give effect to the terms of the Agreement is in jeopardy.
- 10.4 The Licensee may cancel this Agreement by notice in writing to the Licensor. [In the event of cancellation by the Licensee the Deposit will not be refunded.]
- 10.5 If this Agreement is terminated by the Licensor under clause 10.3 or cancelled by the Licensee under clause 10.4, the Licensor will use reasonable endeavours to re-hire the Property, but the Licensor reserves the right to charge a Cancellation Fee. Any sums already received by the Licensor (including any Deposit) under this Agreement will be deducted from the Cancellation Fee.
- 10.6 If either party is prevented or delayed in the performance of any of its obligations under this Agreement by Force Majeure, that party will forthwith serve notice in writing on the other party specifying the nature and extent of the circumstances giving rise to Force Majeure, and will, subject to service of such notice and having taken all reasonable steps to avoid such prevention or delay, have no liability in respect of the performance of such of its obligations as are prevented by the Force Majeure events
- 10.7 If either party is prevented from performance of its obligations either party may terminate this Agreement forthwith on service of written notice upon the party so prevented, in which case neither party will have any liability to the other except that rights and liabilities which accrued prior to such termination shall continue to subsist.



11. GENERAL

11.1 A waiver of any right or remedy under this Agreement or by law is only effective if given in writing. The failure to exercise or delay in exercising a right or remedy provided by this Agreement or by law does not constitute a waiver of the right or remedy or a waiver of other rights or remedies. A waiver of a breach of any of the terms of this Agreement or of a default under this Agreement does not constitute a waiver of any other breach or default and shall not affect the other terms of this Agreement. A waiver of a breach of any of the terms of this Agreement or of a default under this Agreement will not prevent a party from subsequently requiring compliance with the waived obligation. The rights and remedies provided by this Agreement are cumulative and (subject as otherwise provided in this Agreement) are not exclusive of any rights or remedies provided by law.

11.2 The Licensee shall not assign, transfer, charge or deal in any other manner with this Agreement or any of its rights under it, nor purport to do any of the same, nor sub-contract any or all of its obligations under this Agreement without having obtained the prior written consent of the Licensor.

11.3 All amounts payable by the Licensee under this Agreement exclude amounts in respect of VAT, which the Licensee shall additionally be liable to pay to the Licensor at the prevailing rate (if applicable), subject to receipt of a valid VAT invoice.

11.4 This Agreement constitutes the entire agreement and understanding between the Licensor and Licensee and the Parties hereto intend to be bound by the terms and conditions set out herein. No variation of this Agreement or of any of the documents referred to in it shall be valid unless it is in writing and signed by or on behalf of each of the parties.

11.5 If any provision of this Agreement is or becomes invalid, illegal or unenforceable it shall be deemed modified to the minimum extent necessary to make it valid, legal and enforceable. If such modification is not possible, the relevant provision shall be deemed deleted. Any modification to or deletion of a provision under this clause 11.5 shall not affect the validity and enforceability of the rest of this Agreement.

11.6 No variation of this Agreement shall be effective unless it is in writing and signed by or on behalf of the parties.



11.7

(a) Any notice or other communication given to a party under or in connection with this Agreement shall be in writing and shall be:

- (i) delivered by hand or by pre-paid first-class post or other next Working Day delivery at its registered office or the postal address set out in clause 1; or
- (ii) sent by email to the email address set out in clause 1.

(b) Any notice or communication shall be deemed to have been received:

- (i) if delivered by hand, at the time the notice is left at the proper address;
- (ii) if sent by pre-paid first-class post or other next Working Day delivery service, at 9.00 am on the second Working Day after posting;
- (iii) if sent by [fax or] email, at the time of transmission, or, if this time falls outside business hours in the place of receipt, when business hours resume. In this clause 10.7(b)(ii), business hours means 9.00 am to 5.00 pm Monday to Friday on a day that is not a public holiday in the place of receipt.

(c) This clause 11.7 does not apply to the service of any proceedings or other documents in any legal action or, where applicable, any arbitration or other method of dispute resolution.

11.8 This Agreement does not give the Licensee any estate, right or interest in the Property except as is necessary for the exercise of the rights expressly conferred on it by this Agreement and it does not exclude the Licensor from the management, possession and control of the Property. The Licensee shall not impede in any way the employees or agents of the Licensor in the exercise by them of the Licensor's right of management, possession and control of the Property.

11.9 This Agreement does not give rise to any rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this Agreement.

11.10 This Agreement and any dispute or claim (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of England and Wales. Each party irrevocably agrees that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim (including non-contractual disputes or claims) arising out of or in connection with this or its subject matter or formation.



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For the Licensee: Name:

Date

Signature

For the Licensor: Name:

Date

Signature



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SCHEDULE 1

Event:

Area or room(s) at the Property being hired:

(1)

(2)

(3)

(4).....

Hire Fee:; (excluding VAT)

Payment Date: 12 weeks before Event Start Date or (if earlier) 5 working days after the date of this Agreement

Deposit: £3,000

Deposit Payment Date: within 5 working days of the date of this Agreement

Event Start Date / Time:

Event End Date /Time:

Cancellation Fee:

More than 4 weeks but less than 8 weeks before the Event Start Date 30% of Hire Fee

Less than [4] weeks before the Event Start Date 100% of Hire Fee

Extension Fee: per day

Overrun Fee: per hour

Dark Day Fee: per day

Damage Administration Fee:



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Services:

Equipment:

Filming Activity Details - All detailed arrangements relative to the Activity must be made in advance with, and to the agreement of Gracepoint.

Activity:

Details of proposed filming/photographic activity

Nature of Programme:

(Please tick the relevant box)

Film

TV Drama

TV Light Entertainment

Commercial

Music Promo

Short Student

Photography

Documentary

Live Social Media
Feed/Podcast

Webinar

Other (please specify)



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Production title/ working title:			
Estimated date and time of release/ screening/broadcast:			
Filming Period			
Start Date:		End Date:	
Start Time:		End Time:	
Set up/ strike days			
Start Date:		End Date:	
Start Time:		Finish Time	
AREAS AGREED FOR USE:			
EXCLUSIVE ACCESS AREAS:			



SCHEDULE 2

Regulations

1. The Property may not be used by the Licensee other than for the Event.
2. Publicity materials may not imply GRACEPOINT/RESURRECTION MANIFESTATIONS sponsorship when no such sponsorship exists. Publicity and promotional materials should indicate that the Property is wheelchair accessible.
3. The Licensee must not do or permit to be done anything on the Property which is illegal or which may be or become a nuisance (whether actionable or not), annoyance, inconvenience or disturbance to the Licensor or any owner or occupier of neighbouring property.
4. The Licensee must comply (and ensure that its employees and agents comply) with the terms of this Agreement and any instructions or notices from the Licensor and use reasonable efforts to ensure that any guests or other persons present at the Event so comply.
5. The Licensee must not alter, move or interfere with any lighting, heating, power, cabling or other electrical fittings or appliances at the Property, or install or use additional heating, power, cabling or other electronic fittings or appliances without the prior written consent of the Licensor.
6. The Licensee must use any equipment provided by the Licensor, as specified in the Schedule, for its proper purpose and in accordance with any instructions provided by the Supplier regarding its use.
7. The Licensee must not cause or permit to be caused any damage to the Property, including any furnishings, equipment or fixtures at the Property.
8. The Licensor's stage manager must inspect all stage set-ups.
9. To prevent any object from falling on the back wall, nothing may be erected upon the stage with a total height that is greater than the distance between the object and the back wall of the stage.
10. A stage manager designated by the Licensor may be required to be present during some or all activities. The Licensee will be charged for the stage manager service. The stage manager must remain in attendance at the backstage control panel.



11. Safety regulations prohibit access to the attic or ceiling spaces. As a result, the use of a hanging light truss or similar device is not permitted.
12. No nails, bolts, screws, hooks or other fasteners may be driven into the any part of the building and nailing, tacking, or taping to walls, floors, seats, or pillars is not permitted. Only lightweight banners may be hung exclusively from the hooks already in place around the front of the first balcony of the auditorium.
13. The use of open-flame devices in the Property is prohibited.
14. Smoke pots, fog, haze machines or similar devices may not be used without prior permission from the Licensor.
15. Aisles, exits, and the backstage passage must be kept free from obstructions (including by speakers, wires, chairs, and musical cases instruments) at all times.
16. The auditorium may not be filled beyond its capacity of 1,100 seats.
17. Smoking (including e-cigarettes) and consumption of alcoholic beverage anywhere in the Property is prohibited.
18. No food or drink may be brought into the auditorium at any time.
19. The Licensee shall ensure that those attending the Event behave in a responsible and safe manner, and the Licensor reserves the right to remove or request that the Licensee remove those that do not do so from the Event and the Property.
20. The Licensee must not bring or permit to be brought any animal onto the Property without the prior written consent of the Licensor, with the exception of assistance dogs within the meaning of the Equality Act 2010.
21. The Licensor reserves the right to search all containers, bags, boxes and equipment coming into or leaving the Property, including those brought onto the Property by guests during the Hire Period.
22. Arrangements must be made by the Licensee with the Licensor's duty manager to remove any combustible rubbish. Recyclable white paper and cans are to be placed in the appropriate receptacles located at the back of the building. All other refuse must be placed in the refuse bins located throughout the Property.



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23. Immediately after the Event the stage must be cleared. All materials brought in for the Event must be removed from Property prior to the Event End Date/Time and the Property must be left in a clean and tidy condition.

24. The Licensor may require ushers to be provided by the Licensee for the Event. The Licensee must coordinate with the Licensor's duty manager to confirm number of ushers required.

