

TERMS & CONDITIONS



RENTAL TIMES

- CREA is open on weekdays from 9:00 until 23:00, Saturdays from 10:00 until 23:00 and on Sundays from 10:00 until 17:00. Please note that an evening program is not possible on Sundays. During the months of July and August, CREA follows a summer schedule, closing on Saturdays from 17:00 and remaining closed the entire day on Sundays. Refer to the CREA [website](#) for any changes to opening hours due to public holidays or other special occasions.
- The opening hours of the CREA café can be found on our [website](#).
- The technician has a right to work-breaks: a minimum of 30 minutes per 5 hours worked. The time of the technicians' break can be rescheduled with his/her/their consent to adjust for the requirements of the event.
- The music hall can in some cases stay open until after the regular closing time. This is to be discussed with the event producer.
- The TENANT is obliged to clear the rented space and the dressing rooms after the end of the event, unless discussed otherwise.

TECHNIQUE AND SCENERY

- During the preparation and clearing of the rented space, a CREA technician will be present. The technician is the only person who can handle the theatre equipment, unless discussed otherwise. The rental times always include the set-up and clearing, this will be agreed beforehand.
- Use of special effects such as fire, smoke, paint, confetti and/or water and other materials as listed in the PRIE-list, is prohibited without permission by the event producer.
- (Technical) material brought in by the TENANT must be reported to the event producer beforehand. This material may not be installed or attached without the supervision/permission of a CREA technician.
- The TENANT may not hang posters or other material in the building without the permission of CREA. Posters must be hanged using hanging material provided by CREA. The TENANT is responsible for the removal of the posters.
- The TENANT may use all available technical equipment if this is discussed beforehand.
- In case of events that take place multiple days you may leave some décor at CREA. All materials must be removed on the last day of the event within the opening hours of the CREA building. CREA cannot be held responsible for any damage to materials left behind.
- All materials brought in by the TENANT must adhere to the fire-code prescriptions. The fire-code prescriptions include, among other things, that set pieces must be impregnated. If CREA suspects that materials are not up to code CREA reserves the right to refuse materials from entering the building or cancel the show.
- Regulations and/or orders by or on behalf of the fire chief must be promptly adhered to by the TENANT. Failure to comply with these rules may result in the suspension or cancellation of the activity, in which case CREA is not liable for any resulting damages.
- Attention must be paid to the design of the sets regarding load-bearing capacity based on the expected load during the performance, the maximum load capacity of any hoisting points, safety during use, (fire) safety of the materials used, safe voltage or finishing when using electronics, safety during transportation, and the possibility of responsible lifting and carrying (tools).
- If the décor has sharp edges they will need to be covered. The TENANT is responsible for arranging this in consultation with the technician and/or event producer.
- Use of the dressing room is only permitted when using the theatre. When using the music hall using the dressing room is not possible, unless discussed otherwise.

TICKET SALES & CAPACITY

- The TENANT organizes and provides its own **online** ticket sales.
- In ticket sales, the TENANT must grant a discount to students.
- The theatre has a maximum capacity of 120 people. The maximum capacity of the music hall depends on the audience formation (max 100-150 people). This must be discussed with the event producer.

ROYALTIES

- Concerning the work that will be performed, the music or the film(s), the TENANT is responsible for complying with the general terms and conditions of the concerned copyright. CREA is not liable for the consequences of neglect concerning the copyright terms.

LIABILITY

- The TENANT is liable for any damages caused to the theatre and/or the music hall, as well as to other parts of the entire CREA building and/or to the inventory. The TENANT is also liable for theft and/or vandalism of the inventory. The TENANT is required to pay for any costs incurred as a result of damage/vandalism/theft within 14 days of receiving a detailed invoice. If damage is noticed in the rented space at the beginning of the use, the TENANT must immediately notify CREA.
- CREA does not accept liability for personal injury inflicted on employees of the TENANT and/or third parties present in the CREA building due to the activities of the TENANT.
- CREA does not accept liability, for any reason whatsoever, for damage to or loss of property belonging to the TENANT or third parties present in the CREA building on behalf of the TENANT.
- Any liability of CREA is entirely limited to the amount paid out under CREA's liability insurance in the respective case.



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- Should CREA determine that security is necessary for an event, the LESSEE shall be responsible for covering the costs. Security arrangements shall always be coordinated through CREA.

BREACH OF CONTRACT

- When the TENANT agrees to the offer and general terms and conditions of CREA via email, the booking is confirmed. Subsequently, the following rules apply:
 - If the TENANT cancels the event **more than 4 weeks** beforehand, the TENANT does **not owe CREA anything**.
 - If the TENANT cancels the event **within 4 weeks** of the event, the TENANT **owes CREA 25%** of the agreed price.
 - If the TENANT cancels the event **within 2 weeks** of the event, the TENANT **owes CREA 50%** of the agreed price.
 - If the TENANT cancels the event **within 1 week** of the event, the TENANT **owes CREA the full amount** of the agreed price.
 - If the TENANT is negligent on any point discussed in this document and causes damage to CREA, CREA will hold the TENANT financially accountable for the damage.
- CREA reserves the right to annul the agreement in case the space is not available due to technical or maintenance issues which cannot be resolved in due time. This also applies if the technician is unexpectedly unavailable.
- CREA reserves the right to terminate the agreement if the content of the event is found to be in violation of CREA's house rules, which can be exclusively determined by CREA.
- Termination or cancellation by CREA never entitles the TENANT to compensation for damages.
- Both parties agree that failure to comply with these general terms and conditions gives CREA the right to impose a penalty of €250 on the TENANT. Additionally, CREA may also charge cleaning fees.

CLAIMS

- The TENANT absolves CREA of any claims by third parties.

PARKING

- CREA is located in a car-free zone. Loading and unloading of a car or small truck is possible only if discussed beforehand with the event producer.

CATERING

- If the TENANT requires any hospitality services (drinks, food, snacks), the TENANT is obliged to make use of the facilities offered by the CREA café, unless agreed otherwise.



PRODUCTION RISK INVENTORY AND EVALUATION (PRIE-LIST)

Stichting CREA, without accepting any liability, strives to warrant the safe and damage free proceeding of the events and productions taking place in her performance halls. The renting party shall therefor review the following list. If there is one item on the list wherefor the answer is confirming of unsafety, the renting party then has to ask permission of the event manager/technician. Only after a discussion about how, when and where the "risky" material or effect is used has taken place and permission is granted, can the event proceed.

Extraordinary Risks

During the event the following items/techniques will be used:

Flammable gasses/open fire	<input type="radio"/>	yes	<input type="radio"/>	no
Chemicals	<input type="radio"/>	yes	<input type="radio"/>	no
Lasertechnique	<input type="radio"/>	yes	<input type="radio"/>	no
Animals	<input type="radio"/>	yes	<input type="radio"/>	no
Weapons	<input type="radio"/>	yes	<input type="radio"/>	no
People/objects being "flown"	<input type="radio"/>	yes	<input type="radio"/>	no
Internal combustion engine	<input type="radio"/>	yes	<input type="radio"/>	no
Pyrotechnical material	<input type="radio"/>	yes	<input type="radio"/>	no
Smoke/mist	<input type="radio"/>	yes	<input type="radio"/>	no
Sigarettes and like	<input type="radio"/>	yes	<input type="radio"/>	no
Water (or other fluids)	<input type="radio"/>	yes	<input type="radio"/>	no
(Chance of) falling/jumping from a height	<input type="radio"/>	yes	<input type="radio"/>	no
Confetti	<input type="radio"/>	yes	<input type="radio"/>	no
Food	<input type="radio"/>	yes	<input type="radio"/>	no

Design and production of scenery, attributes, lighting and audiovisual techniques

In the designing process and the engagement of the scenery, attributes, lighting and audiovisual techniques the production has accounted for:

Maximum load-bearing capacity of the construction	<input type="radio"/>	yes	<input type="radio"/>	no
Maximum load-bearing capacity of the theatre grid	<input type="radio"/>	yes	<input type="radio"/>	no
The fire-safety of the materials	<input type="radio"/>	yes	<input type="radio"/>	no
The safety of the materials	<input type="radio"/>	yes	<input type="radio"/>	no
Maximum weight lifting of 25 kg per person	<input type="radio"/>	yes	<input type="radio"/>	no
Tripping hazards	<input type="radio"/>	yes	<input type="radio"/>	no
The safe installation of equipment	<input type="radio"/>	yes	<input type="radio"/>	no
The safety during use	<input type="radio"/>	yes	<input type="radio"/>	no
The point load (as it pertains to damage to the floor)	<input type="radio"/>	yes	<input type="radio"/>	no
All attributes will be checked for safety before the event.	<input type="radio"/>	yes	<input type="radio"/>	no

Safety during the setting up/clearing out of the scenery

Is safety warranted as it pertains to

- | | | |
|-----------------------------------------------------|---------------------------|--------------------------|
| Getting stuck | <input type="radio"/> yes | <input type="radio"/> no |
| Bumping/collision | <input type="radio"/> yes | <input type="radio"/> no |
| Pricking, chafing, cutting | <input type="radio"/> yes | <input type="radio"/> no |
| Blinding | <input type="radio"/> yes | <input type="radio"/> no |
| Electrocution | <input type="radio"/> yes | <input type="radio"/> no |
| Fire and explosions | <input type="radio"/> yes | <input type="radio"/> no |
| Mill and sparks | <input type="radio"/> yes | <input type="radio"/> no |
| Tripping, slipping and falling | <input type="radio"/> yes | <input type="radio"/> no |
| Are the fire extinguishers sufficiently accessible? | <input type="radio"/> yes | <input type="radio"/> no |
| Are the emergency exits sufficiently accessible? | <input type="radio"/> yes | <input type="radio"/> no |
| Are the escape routes sufficiently accessible? | <input type="radio"/> yes | <input type="radio"/> no |

All attributes will be checked for safety before the event. yes no

Safety during the event

For employees, participants and audience

Is safety warranted as it pertains to

- | | | |
|-----------------------------------------------------|---------------------------|--------------------------|
| Getting stuck | <input type="radio"/> yes | <input type="radio"/> no |
| Bumping/collision | <input type="radio"/> yes | <input type="radio"/> no |
| Pricking, chafing, cutting | <input type="radio"/> yes | <input type="radio"/> no |
| Blinding | <input type="radio"/> yes | <input type="radio"/> no |
| Electrocution | <input type="radio"/> yes | <input type="radio"/> no |
| Fire and explosions | <input type="radio"/> yes | <input type="radio"/> no |
| Mill and sparks | <input type="radio"/> yes | <input type="radio"/> no |
| Tripping, slipping and falling | <input type="radio"/> yes | <input type="radio"/> no |
| The noise level on stage | <input type="radio"/> yes | <input type="radio"/> no |
| Are the fire extinguishers sufficiently accessible? | <input type="radio"/> yes | <input type="radio"/> no |
| Are the emergency exits sufficiently accessible? | <input type="radio"/> yes | <input type="radio"/> no |
| Are the emergency exit signs clearly visible? | <input type="radio"/> yes | <input type="radio"/> no |
| Are the escape routes sufficiently accessible? | <input type="radio"/> yes | <input type="radio"/> no |