

RULES & REGS – EXHIBIT “B”
SONY PICTURES STUDIOS RULES & REGULATIONS

STAGE OPERATIONS

- ◆ All construction, painting, storage of set dressing or sets must be done inside the stage. Vestibules and all areas surrounding the sound stages are used for production vehicles and make-up rooms.
- ◆ Lot location shoots must be scouted and approved in advance by Studio Operations.
- ◆ Any alterations to the structure of buildings, stages or stage floors must be pre-approved by Studio Operations. All repairs required to return premises back to its original condition will be done by Sony Pictures Studios at Licensee's cost.
- ◆ The maximum weight loads on the stage floors are posted in each stage. Any vehicle, prop, set, etc. that is over the limit must be pre-approved by Studio Operations.
- ◆ Licensee is responsible for the enforcement of fire lanes on stage. The 4-foot fire lane inside the stages shall be kept clear at all times. All fire equipment, fire hydrants, fire extinguishers, fire hoses, and post indicator valves which are painted red must be kept fully operable, clear and accessible at all times.
- ◆ When working on a sound stage or in a building used for production, all pedestrian doors must be unlocked and accessible. Do not block aisles, fire lanes or exits.
- ◆ Electric panels must be accessible at all times.
- ◆ All ladders, set walls or lumber leaning against walls must be secured to walls (tied off) when stored.
- ◆ All vehicles used on stages must be pre-approved by the Culver City Fire Department.
- ◆ Hazardous materials (e.g., liquid waste, hard paint waste, flammable liquids, chemicals or corrosive materials) must be stored in safety cans or approved containers in a manner which complies with the Studio's Environmental Management Procedures and all relevant governmental regulations. Approved hazardous materials storage containers are available through the Studio Paint Department at extension 45823. Please contact the Studio's Corporate Safety and Environmental Affairs Department at extension 44248 for more information on hazardous materials storage.
- ◆ Any allowable hazardous materials brought and/or used on site (e.g., flammables, corrosives, etc.) must have material safety data sheets (MSDS) on site and available for review.
- ◆ Licensee must submit a crew list and a copy of the daily call sheet to Studio Operations. It may be faxed to (310) 244-8090.
- ◆ All stages are rented clean and swept, and must be returned in same condition. Upon strike, there will be an inspection of catwalks, grids, walls, stage floor and fire equipment. Any damaged or missing equipment will be replaced and charged to the Licensee.
- ◆ Licensee shall not light fires or discharge firearms, smoke effects or pyrotechnics on or about the licensed premises without first obtaining written consent from the Studio, and thereafter, obtaining all necessary permits from the appropriate governmental authorities. Licensee shall in all cases employ a licensed operator to discharge firearms and pyrotechnics. All firearms and pyrotechnics brought onto the licensed premises by Licensee shall be secured properly by Licensee at the end of each shooting day.

SECURITY / PARKING

- ◆ Licensee must inform Parking Administration at extension 45506 of the following:
 - Deliveries to or pick ups from the licensed premises
 - Production equipment vehicles requesting entry onto the lot
 - Any picture vehicles to be parked on stage
 - People entering the lot for casting/extras (notification is needed prior to their expected arrival)
- ◆ All vehicles entering the lot must have at least one of the following:
 - A displayed Sony Pictures Studios parking sticker
 - Name on a production call sheet
 - A pre-approved parking pass from Parking Administration
- ◆ All vehicles on the lot must be parked only in their assigned space.
- ◆ Speed limit on the lot is 8mph and 5mph in the parking structure.
- ◆ All accidents, medical or otherwise, and theft must be reported immediately to Command Central at extension 45505.
- ◆ Keys to offices may be obtained from Production Services at extension 45692. All keys must be returned or a new lock fee will be assessed.
- ◆ Stages can only be opened and closed by an authorized Licensee's representative.
- ◆ Stages may be put on “hot lock” by giving Security a list of people authorized to sign the open/close log for the rented stage.
- ◆ On lot parking privileges may be revoked after one studio parking citation.
- ◆ Studio property may not be removed from the lot without written permission from Studio Operations. The security of Studio's property requires that Studio guards be permitted to search vehicles for any of Studio's property.

- ◆ The City of Culver City noise ordinance prohibits construction noise during the hours listed below. Stage elephant doors must remain closed during these hours:
 - Monday-Friday before 8am and after 7pm
 - Saturday before 9am and after 7pm
 - Sunday before 10 am and after 7pm

MEDICAL SERVICES

- ◆ Licensee is required to notify Medical Services of construction and production start and wrap times or billing will continue.
- ◆ Report all medical accidents and injuries to Medical Services at extension 45556.

ELECTRICAL DEPARTMENT

- ◆ Contact the Electric Shop prior to rigging a stage for shooting power; AC/DC ampere requirements are needed for power distribution and location of source for hook up.
- ◆ It is Licensee's responsibility to comply with code requirements for AC voltage powered lighting equipment (reference to National Electric Code Articles #520 and #530.) For clarification and update on LA County and Culver City Fire and Safety Department requirements please contact the Electric Shop at extension 45812 for assistance.

TRASH RECYCLE / DISPOSAL

- ◆ Recyclable wastes (e.g., paper, aluminum cans, PET & HDPE plastics, glass, etc.), with the exception of construction debris, must be deposited in appropriate recycle bins. Call extension 45741 for information.
- ◆ Hazardous material disposal must be coordinated through the Studio's Corporate Safety and Environmental Affairs Department. Storage and disposal of these materials must comply with the Studio's Environmental Management Procedures and all relevant governmental regulations. Call extension 48866 for information.
- ◆ The Studio has the exclusive right to supply, deliver and remove dumpsters on the lot. 24-hour notice is required by the Building and Grounds Department at extension 45825 for 40-yard dumpsters.
- ◆ All productions with catering and craft services must provide a bin for recycling beverage containers. For recycling bins and pickup, call Buildings and Grounds at extension 48899. For additional recycling information, contact Environmental Affairs at extension 48866.

GOLF CARTS / BICYCLES

- ◆ Obey all regulations pertaining to vehicular traffic, including 8 mph speed limits and all posted signs.
- ◆ Pedestrians, cars and trucks are always given the right of way.
- ◆ Drivers must possess a valid driver's license to operate carts.
- ◆ Take special care when operating carts and bicycles in heavy traffic areas, such as near studio entrances/exits.
- ◆ Golf carts are restricted from the pedestrian walkway on Main St. between Madison and 3rd Street and from any parking structure.
- ◆ Persons with bicycles must use the elevator, not the ramp, when entering or leaving the parking structure.
- ◆ Those who fail to comply with the rules pertaining to the use of golf carts and bicycles will be subject to disciplinary action, including the revocation of the right to operate a golf cart or bicycle on the Studio lot.

STUDIO STRICTLY PROHIBITS THE FOLLOWING

- ◆ Smoking inside any building on the Studio lot.
- ◆ Using, selling, dispensing, or possessing illegal drugs or other unapproved controlled substances; or appearing at the workplace under the influence of alcohol or illegal drugs.
- ◆ Possession of a weapon on Studio property.
- ◆ Making unwanted sexual advances, or creating a hostile work environment through abusive or improper language or conduct.
- ◆ Pin-up photos and cartoons of a sexual nature.
- ◆ Skate boards, roller skates, roller blades, electric bicycles, manual and motorized scooters on the Studio lot.
- ◆ Animals on the Studio lot unless they are cast in a production. They must be caged or leashed and accompanied by a trainer at all times.
- ◆ Feeding wild or feral animals on Studio property.
- ◆ Distribution of unauthorized literature (written or printed material) of any type on Studio property.
- ◆ Using the Studio's network to upload or download intellectual property from unauthorized web sites.
- ◆ Downloading, transferring, or storing data or images which are inconsistent with the Studio's commitment to equal opportunity, prohibition of unlawful harassment and discrimination.
- ◆ Cameras (unless pre-approved by Studio Operations).
- ◆ Licensee's personnel entering any stages or offices not licensed by Licensee.
- ◆ Violent behavior to include any threatening or intimidating of any person, employee, customer or vendor.