

STUDIO GUIDE

MAKE *Magic* HERE



CREATIVE
SPACE
STUDIOS



WELCOME

We created this guide in the hopes that it will be a resource to you to make creating easy + hassle free! We want everyone to feel confident before they even step into the space. This guide will help you do just that!

We can't wait to see what you create in the space!

BOOKING PROCESS

When can book the space on our website or even on instagram, you'll be prompted to select a weekday or weekend booking. Select your time + date, agree to the terms + conditions + pay all on our super easy booking site. Once you pay, a confirmation email will be sent to the email you used to book the space.

Your confirmation email will show your booking appointment + some instructions, including how to buy super affordable hourly insurance if you don't have long term insurance. Insurance is required to book the space. Once you send us your certificate of insurance (COI), you'll receive a door code + more instructions (how to get in, specific clean up instructions, our google voice number to text us if anything goes wrong, etc.) Please only use the number when you are at the space, otherwise, send us an email before + after your time at the space.



PROPS | WALLS | FURNITURE



- 2 8x8 ft rolling backdrops (raw wood, flat painted, white shiplap + Spanish knife texture)
- 1 grey couch, 1 brown leather couch, 1 egg chair (all with dollies for easy moving)
- Assorted chairs + stools
- Real, live plants on wheels
- 12 18x72 foldable tables / 30 white folding chairs
- 2 c-stands + sand bags
- 1 backdrop stand
- Clamps, tape, fishing line + ceiling clamps (for hanging things)
- 9ft + 26 in seamless paper (assorted colors - ask about our current colors)
- v-flat
- 2 Profoto B-10s with 2 60 in Octobox light modifiers + color gels
- 1 universal trigger (for the B-10s)
- Assorted rugs
- 2 Letterboards + letters
- White semi-sheer window shades (great for diffusing light!)
- White sheer curtains
- Grey light blocking curtains (to block/manipulate light)
- Standing mirror
- Bluetooth Speaker
- Clothing wrack



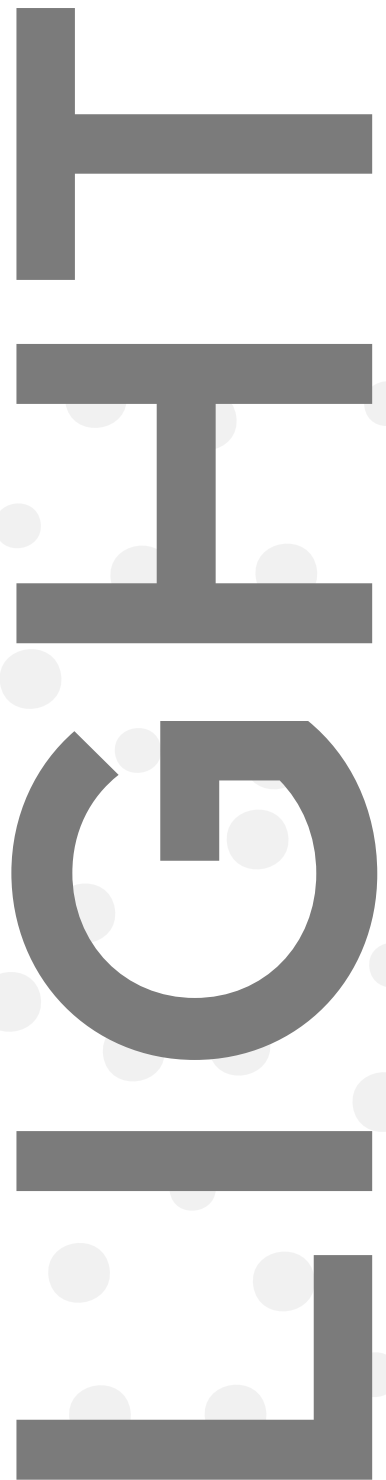
Even, glowing light



Dynamic direct light

This is what's so great about CSS; the light is SO dynamic! If you want even, gorgeous light, we recommend you coming in between the hours of 8am - 7pm from April -October, 8am - 5pm November - March. Either way, you are getting some pretty awesome light pretty much all day.

The direction of the light will change (Winter it will mostly come in SW, spring summer, almost straight from the West (which is the direction the windows face.) There will always be some direct sunlight coming into the space at the end of the day. We've made some videos on our website + instagram about how to manipulate the light to what you want.



SET UP + CLEAN UP

When you arrive at the space, take note of the cleanliness of the space. We charge a cleaning fee of \$350 if the space isn't clean for the next person, so take a look around and make sure it's up to par. (we have a handy guide as to how it's suppose to look on the wall next to the front door. If the space isn't clean, or something is broken or damaged take some pictures and let us know asap. Otherwise, set up and do you thing.

When you're done making all the magic, please put furniture, props, tools (ok, like everything you use) back in it's original place. If you're unsure, please refer to the guide on the wall next to the front door (and if you're REALLY unsure, text us! You'll receive our number with your door code.)

Please take out all trash (diapers, food of any kind and sugary drink leftovers). There is a dumpster right across the way. Please only use the big green dumpsters.

Everyone should do a through look through to make sure all pieces of trash (peek in the bathroom too!), florals, etc. are all cleaned up! Please vacuum the entire space before leaving. This should take longer than 10 minutes (maybe more if your booking was more than 4 hours) Please DO NOT use our remote vacuum (Alfred) for this. Please use the full size, cordless vacuum in the storage area. :)

Lastly, make sure the thermostat is set to 78°. Turn the lights off and close the door (all the way, give it a good tug) when you leave.

PLAN FOR ENOUGH TIME TO CLEAN UP

****This means cleaning the space, not packing up your things.****

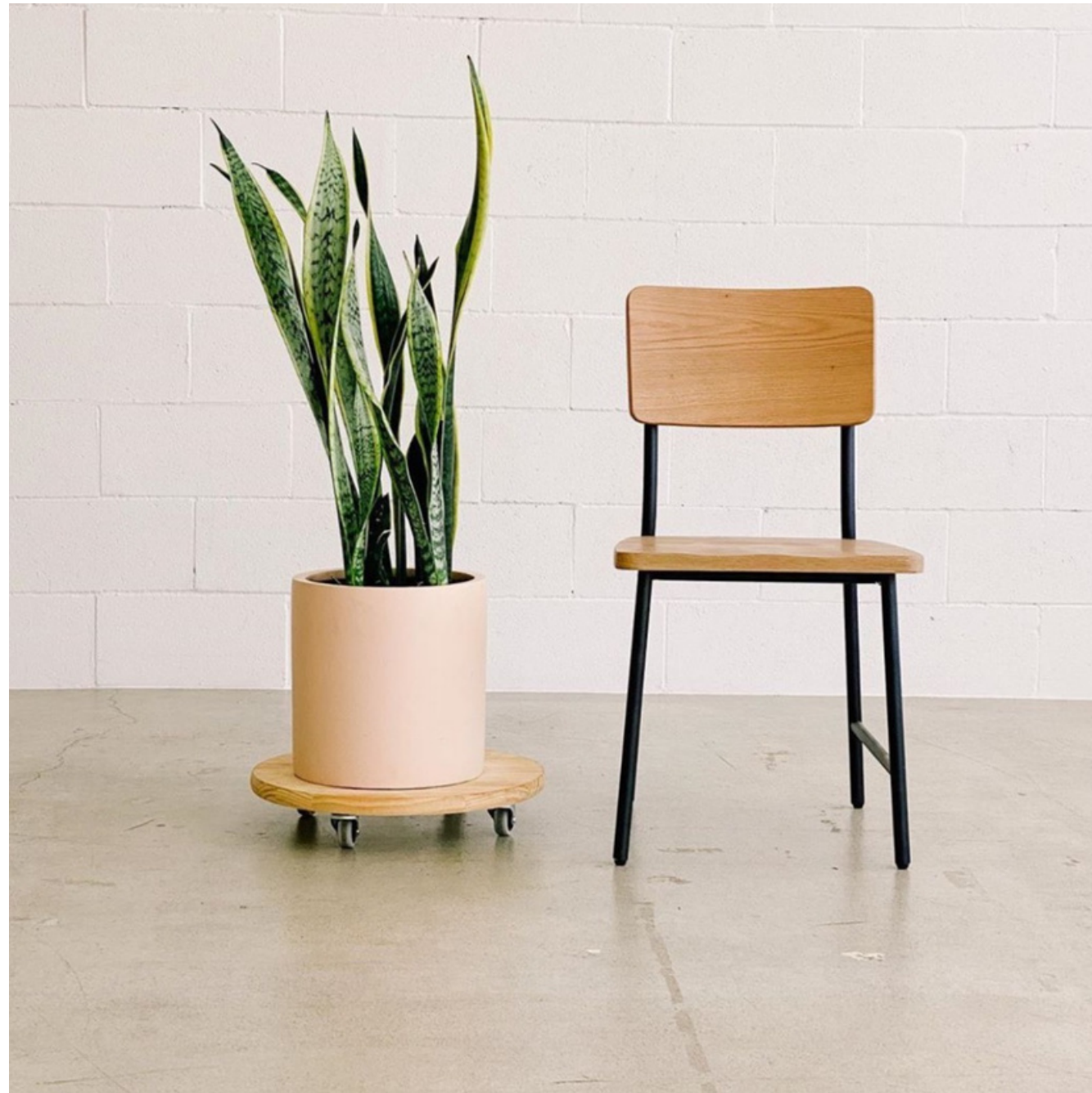
1-2 HR BOOKING = 10 minutes or so

3-5 HR BOOKING = 20-25 minutes

5+ HR BOOKING = 30 minutes at least

REMINDERS

We have several videos about all these subjects on our IGTV on Instagram



- Turn off the lights when you start shooting!
- Take the furniture dollies off before you shoot
- Set up + clean up are included in your total booking time. Book enough time for both
- If you are using confetti, glitter, plants or florals that shed, this will add to your clean up time (you MUST vacuum)
- Please be thoughtful about the next guest coming in by double checking all messes left behind
- Plants + furniture need to be put back as it is shown on the guide on the wall in the space.

HAVE MORE QUESTIONS? SEE OUR FAQ PAGE ON OUR WEBSITE!

ZAC'S CAFE

Located right in our little strip mall!

STARBUCKS

PARIS BAGUETTE

HABIT BURGER

URBAN PLATES

WHOLE FOODS

IKES SANDWICHES

CURRY PIZZA HOUSE

JOANNS

SAFEWAY

TARGET

MICHAELS

Whether you're wanting to pick up lunch or need an extra roll of tape these places are all within 5 minutes of the space. We highly recommend Ikes Sandwiches + Urban plates for lunch!

CLOSE BY

A woman with long brown hair, wearing a pink polka-dot top and a white pleated skirt, is walking from left to right in a studio. She is holding a light-colored, fan-shaped bag. The studio has a white brick wall, a white backdrop on a stand, and two potted plants (one on the left, one on the right). A large white circle is superimposed over the scene, containing the text.

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#makemagichere