



## HOW TO

### 1. The space

Studio Bee is a working space for audio and video. It is designed for independent, focused work.

The room is technically prepared and intentionally reduced, so you can bring your own setup and start working without preparation or intervention.

The space is intended for **2-3 people**.

### 2. Arrival

- Arrive calmly
- Take the key from the key safe
- Enter the space and let the room settle

All systems are prepared and ready.

### 3. Setup

Bring your own working device and • Connect via Mini-Jack or USB

#### *Mini-Jack*

- Plug-and-play
- No software required
- Stereo monitoring (2.1) only

#### *USB (RME)*

- Required for 5.1, 4.1 or alternative speaker configurations
- Routing is handled via RME TotalMix
- A preset for RME TotalMix is provided via the link below
- [Short setup instructions are provided ↓here↓, including a software download link and a basic TotalMix preset for the RME Fireface UCX II](#)

### 4. Working

- Work independently
- Treat gear with care
- Keep volumes reasonable
- Use levels responsibly
- Respect the acoustic balance - your ears and the neighbours

No food or drinks on the working desk.

No smoking inside the studio.

### 5. What is allowed

- Focused audio and video work

- Independent production, editing and postproduction
- Use of your own hardware and software within the existing setup
- Temporary connection of personal devices via the provided interfaces
- Careful, responsible use of the technical infrastructure

### 6. What is not allowed

- Use of the space as a rehearsal room
- Recording sessions with external clients or audiences
- Events, parties, social gatherings or public use
- Excessive volume levels over extended periods
- Any modification of the studio setup or routing without permission
- Installation, removal or reconfiguration of studio equipment
- Food or drinks on or near technical equipment
- Smoking or open flames in the space
- Overnight stays
- Leaving personal equipment in the studio after the booking period

### 7. Responsibility

You are responsible for:

- the technical infrastructure

- the equipment
- the key
- the condition of the space

Back up your work.

Any damage or irregularity must be reported immediately, even if it seems minor.

## **8. Leaving the studio**

Before you leave:

- Disconnect your setup
- Clean the workspace
- Restore the room to its original state
- Return the key to the key safe

Leave the space as you found it.

## **9. Key policy**

- The key is under your responsibility
- Loss must be reported immediately
- Replacement costs will be charged

## **10. Cancellation**

- Cancellation 48 hours in advance via the website contact form

## **11. Use at your own responsibility**

Studio Bee does not take responsibility for:

- data loss
- software or hardware compatibility
- personal belongings

Respect the space and the people in the house

**Agreement: In the event of non-compliance with or violation of the points listed above, Studio Bee reserves the right to terminate the usage agreement with immediate effect.**

**In such cases, no refund of already paid fees will be granted.**