

Welcome to the chaos, but organized. Here's how to book the Dank Space without losing your mind (or your security deposit):

STEP 1. REQUEST A BOOKING

Slide into our DMs <u>@dankspacestudio</u> or fill out the **Booking Form** on our website <u>chessclub.co/dank</u>.

Your request goes to Larry Anderson, who didn't ask for this role but is now legally obligated to respond.

STEP 2. PENCIL IT IN

Larry checks the Google Calendar and adds a temporary hold:

[HOLD] - Your Name

If you're aiming for nights or weekends, we confirm sitter coverage first.

Once all is aligned with the stars (and staffing), you'll get a confirmation:

[BOOKED] - Your Name

And a little calendar invite so you don't "accidentally" show up a week early.

STEP 3. PAY THE TOLL, TROLL

You'll receive an invoice from Dank crew. It includes:

- Studio rate
- GST (because Canada)
- After-hours fee (if applicable)
- Waiver link (yes, you have to sign it)
- E-transfer instructions: <u>payments@chessclub.co</u>

No payment = no booking. Ghost us, and your time slot disappears like your will to edit footage at 3am.

STEP 4. SHOW UP & BE GLORIOUS

Arrive up to **15 minutes before** your booking. Not earlier, our sitter is probably hiding the mousetraps.

You get the space for the time you booked. No spillover, no "just five more minutes." If you go over, we *will* note it and you *will* be charged. Love you.



STEP 5. DANK IN, DANK OUT

You'll get a clean-up checklist when you arrive, because we believe in accountability and mildly passive-aggressive reminders. Check it off as you go, then hand it back to your studio sitter like a responsible adult. You can also find it online at (click here), in case you lose it, ignore it, or need it tattooed for future reference.

Failure to comply = clean-up fee or banishment. (Not joking. Okay, half joking.)

NEED GEAR? GOT QUESTIONS?

• DM us: @dankspacestudio

Contact us: chessclub.co/dank

Email: dank@chessclub.co

Let's keep it easy, chill, and extremely professional-looking, but like, in a cool way.