

Producer

Producing Company: _____
 Producing Company Address: _____
 Producing Company Address 2: _____
 Producing Company City: _____ State: _____ Zip: _____
 Producing Company Phone: _____
 Producer Contact Name: _____
 Producer Phone Number: _____
 Producer Contact Email: _____
 Producer Contact Job Title: _____
 First Time or Out of State Client: Yes No

Employee

Employee Name: _____
 Employee Loan Out Company: _____
 Employee Address: _____
 Employee Address 2: _____
 Employee City: _____ State: _____ Zip: _____
 Employee Phone: _____
 Employee Email: _____
 Employee to perform the role of: _____
 Employee Tax ID Number: _____ Social Security Fed EIN

Dates

Hold Dates: _____ to: _____ BOOKED
 Prep Days: _____ Travel Days: _____ Scout Days: _____ Work Days: _____ Idle Days: _____
 Prep Date(s): _____ Travel To Date: _____ Scout Date: _____
 Start Date: _____ Last Shoot Date: _____ Wrap Date: _____
 Travel From Date: _____

Compensation

Labor Payments Terms: Choose an item. Producer Payroll Employee Invoice Union Contract Choose an item.
 Payment Terms: Choose an item.
 Base Labor Rate: \$ _____ /hour Guaranteed Hours: Choose an item. Overtime in 15min Increments.
 Overtime 1.5x Rate: \$ _____ after Choose an item. Overtime 2x Rate: \$ _____ after Choose an item.
 Overtime 2.5x Rate: \$ _____ after Choose an item. Overtime 3x Rate: \$ _____ after Choose an item.
 Idle Day Labor Rate: \$ _____ Conference Call Rate: \$ _____ / hr (min 1 hr)
 A workweek shall be defined as Choose an item.. 6th Day work @ 1.5x Base Rate. 7th Day work @ 2x Base Rate
 6th & 7th Idle days on remote location paid as straight time for guaranteed hours.

Travel

Thirty Mile Zone Center: State St & Madison St, Chicago, IL Worksites within the Thirty Mile Zone are considered a normal commute Employee travel time outside the thirty mile zone to a jobsite shall be paid as work time
 Travel Labor Hour: \$ _____ Travel Day Max Hrs.: Choose an item. Travel Day Per Deim: \$ _____
 Travel By: Choose an item. Personal Vehicle Mileage Rate: \$ _____ / mi
 Commercial Truck Rate: \$ _____ / mi Housing Allowance: \$ _____ / day
 Parking: \$ _____ /day Car Rental Allowance: \$ _____ / day

Cancellation Fees

Booked Day <24 hrs Labor Fee: \$ _____ Booked Day <48 hrs Labor Fee: \$ _____

Booked Day <72 hrs Labor Fee: \$ _____ All Travel Expenses incurred will be reimbursed 100% by Producer.**Tool Box / Kit Fees**The Employee will provide the following tools and/or equipment: Detailed Inventory Attached:

Box / Kit Fee: \$ _____ per Day \$ _____ per Week \$ _____ Job Duration

Equipment will be transported to/from the worksite by the Choose an item.via Choose an item.

Meals

The Producer shall provide a hot meal break 6 hours after reporting to work. The Meal Break shall be no less than 30 minutes and no longer than 60 minutes. In the event of a delayed Meal Break the Producer shall pay the Employee a Meal Penalty computed as follows: 1st 1/2 hr or fraction thereof: \$ _____ 2nd 1/2 hr or fraction thereof: \$ _____ 3rd 1/2 hr or fraction thereof: \$ _____ 4th 1/2 hr or fraction thereof: \$ _____ 5th and each succeeding 1/2 hr or fraction thereof: \$ _____.

Meal Penalties shall be paid in addition to the compensation for work time.

When traveling the Producer shall provide the Employee a meal allowance per deim allocated as follows:

Breakfast: \$10, Lunch: \$15, Dinner: \$30 – Daily Total: \$55

Purchases/Rentals/Expenses: Purchases, rentals and expenses shall not be reimbursed without the prior written approval of the Producer.

Insurance

Worker's Comp - The Producer shall maintain adequate insurance to cover all medical expenses, rehabilitation, loss of wages, and pain and suffering due to injuries occurred during employment.

Rented Equipment – The Producer shall maintain adequate insurance to cover replacement costs for damage, theft or loss of any tools or equipment provided by the employee for the work performed including tools or equipment left in an unattended vehicle in a Producer designated area. The Producer is also responsible for the payment of any insurance deductible costs, expedited shipping, rush fees and taxes in connection therewith.

Auto – The employee will maintain appropriate insurance coverage for their personal vehicle when used to commute to and from the worksite. The Producer shall maintain appropriate Auto coverage including Physical Damage coverage for any vehicle in their employ used to facilitate the work.

Producer will provide Employee proof of insurance coverage or a Certificate of Insurance at least 3 business days prior to work start for vetting.

Services

Employee shall personally provide all services to Producer as may be requested by Producer in connection with the Picture, as well as all services which are consistent with the duties of first class individuals of Employee's position hereunder in the motion picture industry, as such term is commonly understood, during the pre-production, production, and wrap of the Picture (as applicable). At all times during the term of Employee's services hereunder, Employee will promptly and faithfully comply with all of Producer's reasonable instructions, directions, requests, rules and regulations. Employee will perform Employee's services conscientiously and to the full limit of Employee's talents and capabilities when and wherever reasonably required or desired by Producer and in accordance with Producer's reasonable instructions and directions in all matters, including those involving artistic taste and judgment.

Ownership

All of the results and proceeds of Employee’s services are being specially ordered by the Producer for use as part of a motion picture or audio-visual work and are a “work-made-for-hire” for the Producer and the Producer is the sole author and owner of all rights therein and for all purposes throughout the universe, in perpetuity, including the right to make any changes.

Credit / Usage

The Employee may take a digital copy of original files to use for self-promotion as part of their portfolio or reel.

At the Producer’s sole discretion the Employee may be give screen credit as _____.

Name/Voice/Likeness/BIO

Employee irrevocably grants the Producer and its successors, assigns and licensees the right to use Employee’s name, voice, likeness and biography in connection with the exploitation and promotion of the Picture in any manner and any medium whatsoever (including, but not limited to, “behind-the-scenes” or “making of” films), in perpetuity and throughout the universe, without further compensation.

Employment Taxes / Withholding

Engagement hereunder is an “at will” nature and is subject to termination by the Producer with reasonable notice. Employee shall be paid pursuant to Producer’s payroll policies. Producer shall have the right to deduct and withhold from compensation payable to Employee hereunder the amounts required to be deducted and withheld under the provisions of any statute, regulation, ordinance, or order of court of competent jurisdiction requiring the withholding or deducting of compensation.

Producer reserves the right to terminate Employee at any time, with or without cause, subject only to the obligation to pay the balance of any compensation earned by Employee but unpaid by Producer as of the date of termination.

Confirmed and agreed to by:

EMPLOYEE

PRODUCER

Name

Name

Signature

Signature