

## CREW SERVICES AGREEMENT

When booking a crew, we require a 10% deposit by credit card to hold your date.

2 days prior to the day of the shoot, 40% of the contracted price will be charged to the same credit card unless we are instructed otherwise.

1 day prior to the day of the shoot, the remaining 50% will be charged to the same credit card.

Any additional costs incurred on the shoot, such as incidentals, expenses, overtime, or costs outside the scope of the original contract, will be charged when the crew returns to the office.

After a 10 hour day, overtime is billed at a rate of time and a half. Our day starts when we leave the Golden Lamb Productions Studio and ends upon our return. Please be sure to schedule a meal break during the day. If there is no meal break, we reserve the right to charge a meal penalty.

Please sign, date and return this form (along with the credit card authorization, if appropriate).

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### CANCELLATION POLICY

**If you cancel within 24 hours** of 6A.M. on the day of the shoot (not 24 hours from the scheduled call time of that day), Golden Lamb Productions will bill in full as per the contract. *Kindly note: voicemails and emails are not acceptable forms of cancellation.*

**If you cancel within 24 to 48 hours** - 50% of contract price (10% deposit plus 40% payment)

**If you cancel within 48 to 72 hours** - 10% deposit

**If you cancel 72 hours or more, in advance** - no charge

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Your authorized signature below acknowledges that you have read, understood and accepted our terms as defined herein. Thank you for the opportunity to be of service!

Authorized Signature \_\_\_\_\_ Title \_\_\_\_\_

Company Name \_\_\_\_\_ Date \_\_\_\_\_