



## CAMERA DEPARTMENT DEAL MEMO – page 2

### TERMS AND CONDITIONS

1. If an hourly rate is stated, Employee will be paid straight time for the first eight hours worked and \_\_\_\_\_ times the straight time rate after eight hours worked and \_\_\_\_\_ times after twelve hours worked. Deals are for ANY \_\_\_\_\_ consecutive days out of seven, including weekends.
2. Weekend and holiday work must be authorized, in advance, by the Production Manager.
3. Any sixth day worked will be paid at \_\_\_\_\_ times the straight time rate for the first \_\_\_\_\_ hours worked and double time thereafter. Any seventh day worked is paid at \_\_\_\_\_ times the straight time rate for the first \_\_\_\_\_ hours worked and double time thereafter.
4. Holidays not worked are not paid. Holidays worked are paid at \_\_\_\_\_ times straight time only for hours actually worked.
5. Payment for services is due 30 days after date of invoice or 30 days from the last date worked.
6. Petty cash expenses not accompanied by original receipts will not be reimbursed.
7. Timecards must reflect hours worked and must be turned in on time. Timecards turned in late will result in late payment.
8. Employee acknowledges that personal property rented to the Production Company as part of the Box/Equipment Rental must be insured by the Employee.
9. Box/Equipment Rentals will be prorated for any partial week worked.
10. Production Company reserves the right to suspend work without compensation, if a force majeure or labor dispute occurs.
11. Director of Photographer and Camera Operator will be provided a reel of the product on a master format when made available to the Producer.

Additional Terms: \_\_\_\_\_

#### Approved and Accepted:

\_\_\_\_\_  
Prod. Co. Rep. Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date