

## PROJECT AGREEMENT

**Project Director:**

**Member Status:**                      Production                      Associate

**Working Title:**

**Short Project Description:**

**List of crew members who intend to contact the production director:**

**Shooting Dates (approx.):**

**Projected date for completed Film:**

**Estimated length of film/video:**

**Format shot on:**

After festival runs and your distribution plans are accomplished, would you be willing to have your completed project screened at a CSIF member screening?

YES

NO

### The Fine Print

This agreement is a condition of the member using CSIF equipment and facilities for the Project. Once your project is approved you can rent gear under the project title until the production is complete. Each project requires a new Project Agreement.

1. Policy Compliance- The project shall comply with CSIF objectives and policies, as stated in the CSIF governing documents and policies.
2. Keep Informed- Member will regularly inform CSIF on the progress of the project, until completion.
3. Project Stills- Member will supply CSIF with production stills on an ongoing basis. CSIF may use these pictures to promote the Society, its members, and their projects, for non-profit purposes.
4. Credits to CSIF- Member shall acknowledge the assistance of CSIF by stating in the credits of any movie produced by the Project "Produced with equipment and facilities of the Calgary Society of Independent Filmmakers", combined with the CSIF Logo. Member shall not reference CSIF in the credits if CSIF gives written notice to the member to that effect.
5. Copy of Final Cut- Member shall provide to CSIF with a copy of the final cut of any movie produced by the Project, in the appropriate physical media and in the best available quality.
6. Screening- CSIF may screen the movie at CSIF member events, and for funding bodies. CSIF will assist the member with a premiere screening, to the best of its ability.
7. Ownership- Member owns the movie and all rights to it.
8. Bookings- If a Rental is booked and not picked up or used as scheduled, without 24 hour notice to CSIF, the rental will be cancelled and the member will be charged the lesser of the rental or a one day rate.
9. Breach of Policy- If CSIF becomes aware of a breach of CSIF policies during a rental, the Society may immediately terminate the rental and seek return of equipment that is not on the premises of the Society.
10. Equipment Defects- Defects in the equipment, damage, loss of parts, failure of electronics and bulbs, shall be reported in writing to the Director of Production by the end of the rental term.
11. Equipment Repair- No one shall disassemble equipment other than for routine packaging and transport, and no repair shall be attempted without prior approval from the Director of Production.

Date \_\_\_\_\_ Signature \_\_\_\_\_ Witness \_\_\_\_\_