

ANNEXURE A: PERSONAL PARTICULARS

PERSONAL DETAILS

Surname	First names	
Date of birth	Age	ID No.
Postal address		
Tel No (H)	Tax no:	
Tel No (W)	Cell:	
Email	Optional contact no.	
Next of kin contact	Relationship	
Tel No (H)		
Tel No (W)	Cell	
Languages spoken	Languages written	
Own transport: Yes / No	Driver's licence: Yes / No	

PHYSICAL DETAILS

Hair colour		
Eye colour	Height	Weight
Bust / Chest	Waist	Shorts/skirt size
Top size	Dress/shir: size	Shoe size
Best features:		

QUALIFICATIONS AND SPECIAL SKILLS

Academic Qualifications
Other
Present occupation / Study Course
Previous TV experience
Special skills Yes / No

Go Big Productions

AGENCY AGREEMENT

entered into between

..... (Full Name)

hereinafter “the Artist”

and

Go Big Productions

hereinafter “the Agency”

1. Definitions

- 1.1 “The client” shall mean the South African Broadcasting Service (SABC), any person or organisation that has contracted the Agency to do adverts, movies, films or any assignment.
- 1.2 “The assignment” shall mean any obligation, responsibility, job task, work that has been assigned to the Artist by the Agency from any source or cause whatsoever.

2. Introduction

WHEREAS

- 2.1 The agency is at the forefront of the Television industry and has gained the reputation of providing top class actors and artists within the corporate, business and governmental sectors in South Africa and abroad.
- 2.2 The agency will at its sole discretion and from time to time, train and groom the artist in order to perfect their acting and presentation skills.

3. Registration Fees and Commission Payable by Artist

- 3.1 The artist hereby agrees and upon signature hereof, to pay a once off non refundable joining fee of R250.00 to the agency.
Fill in this form and email it to sasha@gobigproductions.net along with a headshot of yourself and your R250 non refundable joining fee. Deposit into the following account.
Use your name as a reference.

Bank Details:

Bank Name: First National Bank

Account Name: Amiwiz cc trading as Go Big Productions
Account Number: 62363877188
Branch Code: 250068
Branch: Raisethorpe
Account Type: Cheque Account

3.2 The artist hereby authorises the agency to deduct by setoff an amount of 25% (TWENTY FIVE PER CENT) of the gross daily / monthly fee earned by the artist in respect of any assignment.

3.3 The artist shall be responsible to keep an accurate records of all assignments performed for the Agency, including the Client's name and event, dates and hours worked.

3.4 The agency will pay the artist for assignments ratified as properly completed on the 30th day of the month following the month in which the assignment was completed, but after the agency has received payment from its client which usually takes place 90 days after the assignment for an advert.

4. Assignments

4.1 On being allocated and accepting an assignment the artist shall verify all the relevant details, including the client's name and event, venue, dates and times an artist will work, as well as any special instructions relating to language, dress and product knowledge.

4.2 The artist shall perform the assignment to the very best of his / her ability at a standard that would be acceptable on the international market.

4.3 An Artist will be advised upon confirmation of a booking should the artist undertake an assignment, of the amount that will be paid for the assignment.

4.4 The Agency shall in its sole discretion decide whether to offer an assignment to an Artist.

4.5 There is no guarantee in relation to the number of assignments that will be offered to an Artist by the Agency.

4.6 The artist shall bring 3 sets of clothing to the assignment when acting as an extra.

5. Agency Standards and Conduct

5.1 The Artist agrees to uphold the Agency's high international standard of professionalism at all times and shall conduct himself / herself professionally at all times.

5.2 The Artist shall keep in weekly contact with the Agency, preferably by email, to report back on completed assignments and enquire about new assignments.

5.3 The Artist shall ensure that he / she is available for the required period before accepting an assignment. Cancellations by the artist will not be tolerated unless there is an emergency. Repeated cancellations by the artist shall constitute a material breach of this agreement and if cancelled at the election of the agency, the provisions of clause 3.3 shall apply.

5.4 In the event that an emergency makes it impossible for the artist to undertake an assignment, the artist must contact the Agency at the earliest opportunity to enable the Agency to make alternative arrangements.

5.5 The Artist is not permitted to join another casting agency.

5.6 The Artist must organise his /her transport.

6. GENERAL

6.1 No variation or amendment to this agreement shall be of any force or effect unless it is reduced to writing and is signed by the parties or their representatives.

6.2 The parties choose the following addresses as their domicilium citandi et executandi for the service of all correspondence including the service of any legal process:

6.3 The Artist

6.4 The Agency

Signed at on this day of 20