

IMPACT CASTING

Please complete this form in as **much detail** as possible to ensure you maximise the number of jobs you match and attach a head and shoulder photo of yourself (minimum 6"x4" photo), returning the form to:

Impact Casting, The studio, 347 Upton Lane, Cronton, Widnes, Cheshire, WA8 9AQ.

Date: _____

Personal Details:

Professional Name: _____ Telephone: _____

Legal Name: _____ Mobile: _____

Address: _____ Pager: _____

_____ E-mail Address: _____

_____ Gender: _____

_____ Date of Birth: _____

_____ Nationality: _____

PostCode: _____ Race: _____

National Insurance Number: _____ Driving License: _____

Equity Number: _____ Do you have your own car? _____

Occupation: _____

Hours / Days of Work: _____ Are you prepared to work nude? _____

Personal Statistics:

Bust: _____ Head Circumference: _____

Chest: _____ Height: _____

Collar: _____ Hips: _____

Dress Size: _____ Inside Leg: _____

Eyes: _____ Shoe Size: _____

Hair: _____ Suit Size: _____

Hair Length: _____ Waist: _____

Are you willing to have your hair cut? _____ Build: _____

Skills:

Can you sing? _____ If Yes, state range: _____

List any musical instruments you play:

List all sports you play:

Give details of any professional training:

- | | | | |
|---|---------------------------------------|--|---|
| <input type="checkbox"/> Acrobatics | <input type="checkbox"/> Decorating | <input type="checkbox"/> Horse Riding | <input type="checkbox"/> Roller Skating |
| <input type="checkbox"/> Ballroom Dance | <input type="checkbox"/> Disco Dance | <input type="checkbox"/> Ice Skating | <input type="checkbox"/> Silver Service |
| <input type="checkbox"/> Bar Staff | <input type="checkbox"/> Doorman | <input type="checkbox"/> Juggling | <input type="checkbox"/> Skiing |
| <input type="checkbox"/> Boxing | <input type="checkbox"/> Fencing | <input type="checkbox"/> Magician | <input type="checkbox"/> Swimming |
| <input type="checkbox"/> Chauffeur | <input type="checkbox"/> Football | <input type="checkbox"/> Mime | <input type="checkbox"/> Taxi Driver |
| <input type="checkbox"/> Croupier | <input type="checkbox"/> Hairdressing | <input type="checkbox"/> Motor Cycling | <input type="checkbox"/> Tennis |
| <input type="checkbox"/> Cycling | <input type="checkbox"/> HGV Driver | <input type="checkbox"/> Piano | <input type="checkbox"/> Waiter/ress |
| <input type="checkbox"/> Clowns | <input type="checkbox"/> Compere | <input type="checkbox"/> Presenter | <input type="checkbox"/> Make Up Artist |
| <input type="checkbox"/> Artist | <input type="checkbox"/> Stilt Walker | <input type="checkbox"/> Human Statues | <input type="checkbox"/> Fire Eater |
| <input type="checkbox"/> Illusionist | <input type="checkbox"/> Escapologist | | |

List any further skills, which ever you think are relevant:

PERFORMANCE
EXPERIENCE SCHOOL,
amateur and professional:

Experience:

No Experience Semi - professional Professional

**DIALECTS / ACCENTS /
FOREIGN LANGUAGES:**

Natives:

Others:

CHILDREN List anyone under
16 who are available to work
with you:

Terms & Conditions

IMPACT CASTING AGENCY LIMITED

The Studio, 347 Upton Lane, Cronton, Widnes, Cheshire, WA8 9AQ.
Tel: 0151 495 2266 Fax: 0151 495 3851 E: info@impactcasting.co.uk
www.impactcasting.co.uk

Registration Eligibility

This site is intended for persons aged 16 or over.

Please see below our standard terms and conditions of booking and salary system details for TV extra's.

INTRODUCTION

Impact is engaged in the business of providing Agency services to TV extras and actors (as detailed above) desiring to obtain various assignments and has skill, knowledge and experience in the field.

The Artist wishes to use the services of IMPACT to try to obtain various assignments. Both parties wish to make clear their respective rights and obligations during the course of their business dealing together.

Impact Casting operates as an employment agency as required by the Department of Employment regulations.

Impact will endeavour to secure the best terms possible with Clients, paying particular attention to staff safety, working conditions, hours and fees.

Whilst we will promote individuals for assignments we can not guarantee selection, the ultimate decision is always with the Client. Those individuals with a reputation for professionalism are always those who are offered the most work. Remember reputation is everything in this industry.

In brief, we will do our best for you and expect no less in return.

The type of work we will endeavour to find for you on your behalf will be TV commercials, TV extra work, corporate non broadcast and virals. We get daily casting calls for TV commercials from our Clients, we will then email our Clients with suitable artists or direct them to your profile on the website and should the Client then wish to book you for the job or wish to see you for a casting we would call you with all the details.

THE AGENCY - Impact Casting

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ETIQUETTE

Whilst on an assignment there are certain fundamental conduct issues which have to be adhered to, they are as follows:

- Mobile phones are to be switched off during working hours.
- All food and drink to be consumed during allocated breaks.
- Smoking must be restricted to break times and within designated smoking areas.
- Rates not to be discussed with the client.
- Always arrive 15 minutes prior to commencement of assignment.
- Always stick to your first booking.

• UNDER NO CIRCUMSTANCES APPROACH CAST FOR PHOTOGRAPHS OR AUTOGRAPHS WHILST ON SET.

We require a high standard of professionalism and this should cover all aspects connected with your work. Remember you are the public face of the company you are working for and as such should always present yourself and the product to the best of your ability. Enjoy your work and be amiable to the client but do remember that over-familiarity can lead to problems and should be avoided. The artist must immediately notify the agency of any direct offer of work from any client of the agencies or any associate of the client's introduced to by the Agency. The artist agrees that they will not accept any paid or unpaid offers of employment from the Agencies client's or any associates of the Agencies clients. In this instance any artist found to directly be working for a Client introduced to by Impact or their associates will be instantly removed from our books. This could lead to legal proceedings.

Under no circumstances must an artist divulge their personnel details to the Agencies Clients or any associate of the Agencies Client. This is to include telephone number, address, email address, fax number and social networking sites.

Any artist approached by a client for work, the work and the Client must be referred back to the Agency. The artist will not miss out on the booking but Clients of the Agency and their bookings MUST go through the Agency.

TERMS FOR BOOKING

When given an assignment we will take a verbal acceptance from you as confirmation of the booking. Once we have the full booking details from the Production Company/client we will then ring you back or email all of the details of timings, fees, job requirements, address, and clothing needed. It is the responsibility of the artist to ensure you have all of the necessary information for the assignment including suitable directions/map and that you know where you are going. Google Earth www.googleearth.com gives very good directions as does <http://www.rac.co.uk/web/routeplanner/>

AVAILABILITY

Please email your availability through each Friday to: - office@impactmodelsagency.co.uk for the following week advising the Agency which days you are free for work. We will then call you when we have suitable work for you on your available days.

If you are going to be unavailable for over 1 week e.g. holidays, illness etc please advise the Agency by email.

ASSIGNMENT OBLIGATION

You are not obliged to accept any assignment offered by the Agency. However, if you choose to do so, the following regulations are enforceable for the duration of the activity:-

- a) Co-operate fully with fellow Artist placed on the assignment with you by the Agency and accept the direction, supervision and control of any responsible person working on behalf of the Agency.
- b) Observe any relevant rules and regulations of the Agency stipulated within these terms and conditions or otherwise stipulated in the assignment brief or by word of mouth by a representative of the Agency or which you might reasonably be expected to ascertain.
- c) Adhere to the stipulated hours of work communicated to you either in writing or verbally by the agency.
- d) Take all reasonable steps to safeguard your own safety and the safety of any other person who may be present or affected by actions on the assignment and comply with any health and safety policies of the Agency.
- e) Do not engage in any conduct detrimental to the interests of the Client or the Agency.
- f) Do not at any time divulge to any person, nor use for your own or any other persons benefit, any confidential information relating to employees, business affairs, transactions or finances of Clients, us or the terms of the agreement between you and us.
- g) Comply with the stipulations in any health and safety risk assessment and training manual produced by us or by our client in relation to any assignment and observe and perform all reasonable written rules and regulations of ours notified to you in writing or verbally before or during any assignment upon which you are engaged and which shall be deemed to form part of and be incorporated into these terms.

SIGNING OUT

Please make sure when you are doing extra work you always sign out. If you are told on set you have been upgraded or have done overtime please ensure this is noted before you sign. For instance if you sign out as a basic walk on with no overtime and you in fact did 3 hours overtime this cannot be rectified afterwards.

It is very important that you always sign out for our client's health and safety procedures and also to ascertain your hours worked.

PENCIL/ PROVISIONAL BOOKINGS

IF YOU ARE PUT ON PENCIL DO NOT TAKE ON ANY OTHER BOOKINGS OR EVEN EVENING WORK UNTIL YOUR PENCIL BOOKING HAS BEEN FINALISED WITH THE AGENCY.

OTHER AGENCIES

Once you have been accepted onto Impact Casting's books you are not allowed to join another Casting agency within a 15-mile radius of the agency, this is to include Cheshire and Merseyside Agencies. We would not allow another Agency within a 15 mile radius to represent you on their website. If you find that an Agency is doing so without your consent you must immediately inform Impact. You should then instruct the aforesaid Agency to remove you from their website immediately.

REGISTRATION & COOLING OFF PERIOD

New Member's are entitled to a 30 day free trial membership. Following expiry of the 30 day trial period if you do not cancel your membership by notifying us in writing, you shall be liable for the Membership Fee of £55. The membership fee is for the duration of time that you are registered with the agency and includes a free photo shoot which the agency arrange for you with a Liverpool based photographer. When your publicity material is ready we will show you the material we propose to put on the website, you are then given 7 days in which to confirm whether you are happy with the information we propose to include. **YOU WILL NEED TO EMAIL THE AGENCY IN AGREEMENT TO THE PROPOSED IMAGE SELECTION.** If you are not happy you must provide the agency with the reasons why you are unhappy with the proposed material and we will take reasonable actions to address these issues. Only when you have confirmed that you are happy with the publicity material will we put the information on the website. If you wish to cancel your membership without charge, you must notify us in writing (email acceptable) at any time prior to the expiry of the 30 day free trial period. To notify us of your intention to cancel please email the Agency at: info@impactcasting.co.uk. If you cancel your membership we may remove your profile from the Website. If you choose to cancel within the 30 day free trial period you will not be liable for any Membership Fees.

It is the responsibility of the artist to check their details and measurements are correct on the site. Please inform the Agency of any amendments that may be needed. You will need to keep the Agency updated with any changes to your appearance i.e. hair colour, hair length and measurements. We will make any amendments to your profile at any time you are registered with the agency.

If you do have your own suitable professional photograph's Impact would be happy to use these.

DISMISSAL and STRIKES

At Impact we operate a "3 strikes and your out" system. You can pick up a strike for lateness, leaving early without prior consent from the client; poor quality of work as well as any point's not adhered to in clause 2,7. You will be notified in writing if you receive a strike. If you are found giving your personal contact details out to a Client or any associate of the Client (this is to include make-up artists, hairdressers and photographers) this would be instant dismissal.

AGENCY COMMISSION

Agency commission is 15% which for extra work and 25% for TV commercials.

PAYMENT

For TV extra's: As of Monday 12th April 2010 we will be paying weekly each Monday by bacs directly into your bank account, bacs payments can take up to 3-5 working days to reach you but normally the payment will be with you the same day it leaves our bankers.

For all TV extra work you are paid 7 days after we receive the payment from our client. Payslips are posted out weekly; please note we receive Hollyoaks payments 2 weeks in arrears. You therefore are generally paid 3 weeks after you have filmed unless filming has taken place during the Christmas period when it could take a bit longer. We no longer require you to invoice for TV Extra work.

CANCELLATIONS

A verbal acceptance is taken as confirmation of booking. If you do have to cancel a job please notify us immediately to allow us to find a replacement if you need to cancel out of office hours please contact Christine Cartwright on 07958 242 855 (24 hours a day)

APPEARANCE

We would expect all artists to be well groomed for castings and assignments. For girls this means fingernails and toe nails to be well manicured. Natural tones with your make-up for castings unless otherwise advised, hair must be freshly washed. Jewellery must be kept to a minimum. Guys should always be clean- and again hair well groomed.

We will always tell you at the time of the booking what the required clothing and look is for the assignment, please ensure you take what is required.

TIMINGS

We expect you to allow yourself plenty of time to get to venues taking into account traffic jams, train strikes and the possibility of getting lost. Always aim to arrive at least 15 minutes before your start time. If for any reason you are running late you must telephone the agency so we may inform our client. Or if it is a weekend booking you must telephone Christine Cartwright on 07958 242855.

LEAVING IMPACT

If at any time you no longer wish to be represented by Impact there is a 30 day notice period. Simply inform the Agency in writing (email acceptable) and we will remove you from our database after the 30 day period.

Modification of Terms and Conditions

Impact Casting reserves the right to change the terms and conditions. You are responsible for regularly reviewing these terms and conditions and any additional terms. Your continued use of Impact Casting constitutes your agreement to all such terms and conditions.

Data Protection

Impact Casting respects the privacy of all personal data provided. We use our best endeavours to comply with the Data Protection Act 1998 at all times. Impact Casting will use the information you provide only for the purposes of registration, casting breakdowns, newsletters or providing information about its services from time to time.