



sirius video
26015 oakridge dr
the woodlands, tx 77380
281.367.8388
your broadcast production source since 1989

SIRIUS VIDEO EQUIPMENT RENTAL / CREW CONTRACT TERMS AND CONDITIONS

Rental Policy

All first time rentals will be COD. Established clients with approved credit: Net 30 days.

Before rental, client must show evidence of insurance coverage by providing a Certificate of Insurance listing Sirius Video as "loss payee" for the full replacement value of the equipment. Insurance must also cover transportation to and from location.

A rental day consists of a 3:00 pm pick up the day prior to and a 10:00 am return the day after the rental.

A rental week, 7 consecutive days, billed as 4 rental days.

A rental month, 4 consecutive weeks, billed as 12 rental days.

An additional shipping charge will apply to any rentals requiring shipping or delivery.

We are obligated to charge a fee for short notice cancellations to compensate for lost bookings and lost wages.

Cancellation charges can be avoided by notifying Sirius Video of cancellation, at least 24 hours prior to rental.

100% of the rate quoted if cancellation occurs less than 24 hours prior to rental.

50% of the rate quoted if cancellation occurs between 24 and 48 hours prior to rental.

Length of Work Day

10 hours portal to portal. The work day begins when the crew leaves the offices of Sirius Video Productions, Inc. and ends when the crew returns to said offices. Included in the ten hour work day are two 15 minute rest periods. One meal break of at least 30 minutes is to be provided before the end of the sixth hour. In the event that the meal break is not provided in a timely fashion, one hour of crew overtime will be added, regardless of the length of the shoot day.

Half Days

5 hours portal to portal. The work day begins when the crew leaves the offices of Sirius Video Productions, Inc. and ends when the crew returns to said offices. Included in the five hour work day is one 15 minute rest period. Shoots that run one hour or less over the five hours will be billed for an additional hour at 1.5 times the hourly day rate for crew and equipment. Shoots that are over six hours are billed at the full day rate.

Overtime

Overtime is billed at 1.5 times the regular hourly rate. Except for one hour of overtime half-day shoots, overtime is billed for crew based only on their individual rates for a 10 hour day.

Meals

When meal breaks are under one hour in length, or if the crew is expected to remain on location for their meal, it is customary for the client to plan for and pay for crew meals of reasonable quality. When longer meal breaks are given and the crew has a choice of reasonable places to eat, the client is not responsible for providing or paying for crew meals.

Production Vehicle

One production vehicle and 25 miles are included in regular rates for locations in the Houston area. Additional mileage, additional vehicles, and vehicles for out of town shoots are not included in regular rates and will be billed separately. We are happy to provide transportation for producers and clients in the production vehicle. If providing transportation requires us to obtain additional transportation, additional charges will apply. Time spent providing transportation will be billed as part of the work day.

Mileage

Mileage in excess of 25 miles will be billed at the prevailing IRS rate of 40.5 cents per mile for the production vehicle. All other vehicles will bill total mileage.

Crew Substitution

Sirius Video Productions, Inc. reserves the right to arrange a qualified substitute for any crew member unable to report to the shoot for any reason. Every attempt will be made to notify the client of any crew substitutions in advance of the shoot.



sirius video
 26015 oakridge dr
 the woodlands, tx 77380
 281.367.8388
 your broadcast production source since 1989

General Travel Policy

Client will be responsible for airfare, individual room accommodations, rental car, baggage expense, tips, and airport and other parking expenses unless otherwise agreed.

Client will provide per diem of 45.00 per day per person including travel days, except in cities that the IRS deems "high cost" cities, (i.e. New York, Chicago, San Francisco) where per diem or other expense arrangements will be agreed to in advance.

Crew will be responsible for meals and other incidental expenses including telephone and laundry if per diem is paid, otherwise client is responsible for these expenses as well.

Travel Only

Travel only days are billed at 1/2 the full day rate for crew and equipment.

Hours are calculated beginning one hour prior to scheduled departure time and ending upon arrival at hotel.

When travel time exceeds five hours, the full day rate applies to crew only.

Hours in excess of ten hours will be subject to over time.

Travel /Work

Travel/Work days are billed at the standard day rate for crew and equipment.

Hours are calculated beginning one hour prior to scheduled departure time and ending upon arrival at hotel at the end of the work day.

Hours in excess of ten hours will be subject to over time.

Work/Travel

Work /Travel days are billed at the standard day rate for crew and equipment.

Hours are calculated from the beginning of the work day with initial departure from hotel and ending one hour after airport arrival time.

Hours in excess of ten hours will be subject to over time.

I have read and understand the above terms and conditions.

Authorized Signature

Title

Date