

USAGE / LICENSING FORM

Client / Company name _____

Address _____ NA _____ Phone _____ NA _____ email _____ NA _____

Total # photos _____ Photo (s) Description _____

Usage type advertising corporate editorial nonprofit

Product (s) annual report brochure magazine newsletter sales aid
 textbook billboard poster packaging television electronic

Rights Exclusive non-exclusive other rights _____

Term of license one-time 3 months 6 months 12 months

Distribution national regional local in-house international

First Usage

Publication title or site address _____ Number of images _____

How many times ad will repeat? _____ Press run or circulation _____

Print Placement _____ cover _____ inside _____ back cover

Web Placement _____ @ \$ _____ home _____ @ \$ _____ second level page
 _____ @ \$ _____ 3rd level page

Image size (relative to page) _____ @ \$ _____ 1/4 _____ @ \$ _____ 1/2 _____ @ \$ _____ 3/4
 _____ @ \$ _____ full page _____ @ \$ _____ double page

\$ _____ Total First Usage

Additional Usage

Publication title or site address _____ Number of images _____

How many times ad will repeat? _____ Press run or circulation _____

Print Placement _____ cover _____ inside _____ back cover

Web Placement _____ @ \$ _____ home _____ @ \$ _____ second level page
 _____ @ \$ _____ 3rd level page

Image size (relative to page) _____ @ \$ _____ 1/4 _____ @ \$ _____ 1/2 _____ @ \$ _____ 3/4
 _____ @ \$ _____ full page _____ @ \$ _____ double page

\$ _____ Total Second Usage

\$ _____ **All Usage Total** Can client provide photo credit? yes no

Photographer's Name _____

Correct Copyright Designation _____ © _____

Client Signature _____

ESTIMATE / CONFIRMATION

Studio name _____ DATE _____

Client / Assignment Description _____

Media Usage / Rights Granted / Period of Use _____

FEES

Assignment Fee / Usage	_____
Pre/Post Production	_____
Weather Delay per day \$ _____	_____
Rush Charges	_____
	_____ FEES

PRODUCTION EXPENSES

Film	_____
Lab Charges	_____
Digital Capture	_____
CD / DVD burn / Flash Drive	_____
FTP uploading	_____
Proof/Contact prints _____ ea.	_____
Prints _____ ea.	_____
Digital post-production (retouching)	_____
Location Search	_____
Location Permit	_____
Airfare	_____
Mileage / Travel _____ pr. mile	_____
Lodging _____ nights	_____
Meals	_____
Assistants _____ number	_____
Stylists	_____
Set Construction	_____
Props/wardrobe	_____
Studio Rental	_____
Equipment Rental	_____
Talent / Casting	_____
Messenger / Delivery	_____
Vehicle Rental	_____
Miscellaneous	_____
	_____ EXPENSES

Estimate Total _____

Deposit _____

Terms: This estimate is valid for 30 days from the above date. Final billing will reflect actual, not estimated expenses, plus applicable taxes. Fees and expenses quoted in this estimate are for the original layout and description of service(s) only and for the uses specified. Advance required prior to production. Fees for licensing of additional available rights will be quoted upon request.

Client Confirmation

Date

Rights licensed upon full payment of total billing.