

FILM/VIDEO CLIP PRODUCTION CHECK LIST

1. Script

- (a) Ownership
- (b) Artistic control
- (c) Remuneration
- (d) Rights
- (e) Territory

2. Funding

- (a) Budget(s)
- (b) Total required
- (c) When needed?
- (d) Payable by whom?
- (e) Payable to whom?
- (f) Payable when?

3. Personnel

- (a) Scriptwriter
- (b) Producer
- (c) Director
- (d) Talent

4. Clearances

- (a) Talent
 - (i) Who
 - (ii) Remuneration
 - (iii) Contract and rights - endorsement/re-use/sequel
- (b) Music
 - (i) Source
 - (A) Original or licensed
 - (B) If original - screen music writer agreement
 - (C) If licensed - clearance requests

- (ii) Budget
 - (iii) Remuneration
 - (A) Flat fee buy-out
 - (B) Royalty per format and type of use (sell through v performance)
- (c) Sound Recordings
 - (i) Source
 - (A) Original or licenced
 - (B) If original - performer consents, recording agreements
 - (C) If licensed - clearance requests
 - (ii) Budget
 - (iii) Remuneration
 - (A) Flat fee - purchase of masters and all rights
 - (B) Royalty
- (d) Name/Likeness
 - (i) Talent
 - (ii) Musicians

5. Production Facilities

- (a) Studio
- (b) Stock
- (c) Lighting
- (d) Insurance
 - (i) Production
 - (ii) Cast
 - (iii) Key Personnel
- (e) Sound
- (f) Processing
- (g) Post Production/Editing

6. Production Schedule

7. Completion Bonds and Guarantors

- (a) Identify
- (b) Documentation

- (c) Amounts

8. Artistic Control - "final cut" rights

9. Delivery

- (a) To whom?
- (b) When?
- (c) What format?

10. Distribution Rights

- (a) What?
- (b) Term
- (c) Territory
- (d) Media and formats to be distributed
- (e) Remuneration
- (f) New Technology

11. Promotion

- (a) Who pays?
- (b) What is required?
- (c) Will talent be available?
- (d) Minimum efforts
- (e) Budgets and special requirements
- (f) Coordinate with cross media releases (records/merchandise)

12. Options on Future Films

- (a) Which films ?
- (b) How exercised?
- (c) By whom and when?
- (d) Cost of option right
- (e) Consideration for option rights