

## Bookings and Inquiries Guide

Not sure what to include in your email? The following form is designed to provide us with all the information we need to book your project and begin the production process.

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**Contact Info:** Please introduce yourself, and provide any relevant links to you or your entity.

*(example: Hello my name is \_\_\_\_\_. I'm a local recording artists who makes RnB/Hip-Hop music. You can check me out at \_\_\_\_\_).*

**Brief Description:** In a few sentences, tell us the general idea of your project. What exactly are you looking to have done?

*(example: I'm looking to have a music video done. The song is called "\_\_\_" and I'd like to film it in an abandoned building, with both the performance and b-roll scenes taking place there. I need direction, camera operation, and editing done. I also need some prop design done.)*

**Deadlines/Dates:** When does the project need to be completed by? Give us a general range of when you were hoping to shoot it as well.

*(example: I need this to be released a week before my album comes out on February 2nd, 2020. I was hoping to film some time at the end of December.)*

**Concept:** What story is your video telling? What is your message? What scenes will the video consist of?

*(example: The song is talking about heartbreak and healing. I'm not looking to tell a story so much as have different b-roll shots showing artifacts and memories set up around the building. These will give hints toward the performing artist's past, and will relate to the lyrics playing at the time they show up. These b-roll shots will be interspersed throughout the performance scenes, which will take up the main bulk of the video).*

**Locations/Rentals:** Where are all the scenes taking place? What additional things are required? (airbnb, cars, props, talent, etc.)

*(example: The abandoned house is near where I live, located on 123 road rd. The only props that we will need are all the memories and such to have set-up throughout the building. I will be providing some of those, but some of those I will need designed. How can we go about that?).*

**References:** Have a certain style you're inspired by, or want to replicate? Send us an example. Are you making a music video? Send us your song!!

*(example: I've attached the song as a .mp3 to this email. I really like the old Tarantino style color grading and cinematography, if we could aim for something along those lines that would be cool. I'm interested to hear what you think?).*

- Don't have it all figured out yet? That's okay. Provide us with as much information as possible, and we'll help you come up with the rest.
- Looking for pricing? Cost is project-specific. So let us know a bit about what you're looking to create, and we'll be more than happy to give you a quote.

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Please allow at least 48 hours for an inquiry response.