TEMPLATE

Model Booking and *Photo Use* Agreement

A simple written agreement between a model and a client. Fill it in together and both sign before the shoot.

AGREEMENT DATE _____ CATWA BOOKING REFERENCE _____ SHOOT DATE(S) _____

1. The model

FULL NAME _____

CATWA PROFILE LINK _____

PHONE OR EMAIL _____

2. The client

COMPANY OR PERSON _____

CONTACT PERSON _____

PHONE OR EMAIL _____

3. The job

BRAND OR PRODUCT _____

TYPE OF SHOOT

☐ Photo ☐ Video ☐ Event ☐ Fashion show

LOCATION (FULL ADDRESS) _____

CALL TIME _____

EXPECTED FINISH TIME _____

CLOTHES, HAIR AND MAKE-UP

☐ Client provides ☐ Model provides ☐ Shared (see notes)

4. Fee and payment

FEE FOR TIME ON SET (LKR) _____

FEE FOR PHOTO USE (LKR) _____

TRAVEL AND MEALS

☐ Included ☐ Paid separately

OVERTIME RATE (PER HOUR) _____

PAYMENT METHOD _____

PAYMENT DATE _____

5. Photo use

Where the photos and videos may be used, for how long and where.

WHERE

☐ Social media ☐ Online ads ☐ Online shop ☐ Print ☐ Billboards ☐ Television

☐ Unlimited

HOW LONG

☐ 6 months ☐ 12 months ☐ 24 months

☐ Other

COUNTRIES

☐ Sri Lanka only ☐ Worldwide ☐ Other

EXCLUSIVITY (IF ANY)

_____

For example: no work for competing brands in the same category for 3 months.

6. General terms

01 **Cancellation.** If the client cancels less than 48 hours before the call time, the client pays ____% of the fee for time on set.

02 **Changes.** Any change to the job, place, clothes or photo use must be agreed in writing by both people first.

03 **Safety and respect.** The model may stop work if asked to do anything not agreed here or if they feel unsafe.

04 **Portfolio.** The model may use selected photos in their own portfolio after the campaign is public, unless agreed otherwise here.

05 **Payment.** Catwa is not a party to this agreement and does not handle payment. The client pays the model directly.

7. Other notes

ANYTHING ELSE BOTH PEOPLE AGREE

_____

_____

Signed and agreed

Model

NAME _____

SIGNATURE _____

DATE _____

Client

NAME AND POSITION _____

SIGNATURE _____

DATE _____

If the model is under 18, a parent or guardian must also sign and be present. Parent or guardian:

_____

This template is not legal advice. For large or long-term contracts, ask a lawyer to review it.