

2. Booking fees

2.1 Permitted use

Unless agreed otherwise and included on the booking confirmation form, booking fees provide an entitlement and right for the client to use images for one year or for a single season in the case of a fashion booking from the date of the booking, in the United Kingdom only, for the initial permitted use. Please note that such permitted use and entitlement is strictly subject to payment in full of all fees owed to the Agency prior to the image's first use.

2.2 Daily/hourly rate

Booking fees are charged by the day, half a day or by the hour, or on an alternative basis as notified to the client by the Agency (for example, a set fee for a catwalk show) and details are set out in the booking confirmation form. A 'day' is an 8-hour period between 9am and 6pm (9am - 5pm or 10am - 6pm). An extra hour between 9am and 6pm is charged at the normal rate - the appropriate overtime rate is charged before 9am and after 6pm. Overtime is charged at one-and-a-half times the hourly rate. Saturdays are charged at 1.5 times the hourly rate and Sundays or Bank holidays are charged at double the hourly rate.

Any booking which is over 5 hours will be charged at the day rate as set out in the booking confirmation form.

2.3 Overtime

Overtime rates apply for any additional time worked. Any time in excess of any 8 hour period, including any time outside 09:00 and 18:00 Monday to Friday and on all bookings lasting longer than 8 hours (of which 1 hour is lunch), overtime rates will be charged as follows: 1.5 times the hourly rate. For any booking under 8 hours, overtime is charged at the existing hourly rate.

2.3.1 Work on Saturdays between 09:00 and 24:00 and between 18:00 hours and 24:00 hours on Mondays to Fridays (excluding bank and public holidays) is charged to the client at one and a half times the standard hourly rate as set out in the booking confirmation form.

2.3.2 A special rate is negotiated for night work between 2400 hours and 0900 hours.

2.3.3 Work on Sundays and bank and public holidays is charged to the client at double the standard hourly rate as set out in the booking confirmation form.

2.4 Travel

Any time spent by the model travelling to or from a client's venue will be charged at half the hourly rate. This applies to any travel outside of a five mile radius of Manchester City Centre.

2.5 Fitting fees

Any time spent by the model for fittings is charged at half the applicable hourly rate with a minimum charge to the client of £50 per hour.

2.6 Additional expenses

All expenses incurred by the Agency on the clients' behalf will be charged to the client and will include an uplift of 12.5% of the total amount of the expenses.

2.7 Location bookings

2.7.1 When a location booking is made, a client must provide transport for the model both to the booking location and back again unless agreed otherwise. If the client fails to provide such transport then the Agency shall be entitled to re-charge the cost of the transport procured for the model in accordance with section 2.6. If a model on location is prevented from returning to Manchester to work, half the daily fee will be charged to and payable by the client for each day that the model is unable to return to Manchester to work.

2.7.2 When a location booking is made, the client will make a health and safety assessment of the location and shall notify the Agency of any potential risks and how these have been mitigated. The client acknowledges that at all times the model's health and safety is of paramount importance and shall ensure that the highest standards of health and safety are complied with whilst on any location bookings.

8. Cancellations

8.1 Cancellation of booking by the Client (all at Agency's discretion)

8.1.1 Within 24 hours of the booking call time the full booking fee will be charged and payable by the client unless the same model is booked within 24 hours of the cancellation in which case half the booking fee will be charged and payable by the client.

8.1.2 Outside 24 hours of the booking call time but within 48 hours of the booking call time of the booking date then half the booking fee will be charged and payable by the client.

8.1.3 Outside of 24 hours of the booking call time, once confirmation has been agreed / invoice issued to client, 35% cancellation fee will be charged and payable by the client. If rebooked within 24 hours this will be reduced to 25%. 8.1.4 The full booking fee will be charged and payable by the client for bookings of more than three days duration: within a period equal to or less than the length of the booking, then Saturdays, Sundays and bank and public holidays are excluded for the purpose of determining the cancellation notice period.

8.1.4 For any booking where social content is produced by the Model/Talent – if cancelled after content has been created, 50% of the total fee will be charged. If cancelled after the post has gone live, the full fee will be charged.

8.2 Cancellation of booking by the Agency

8.2.1 Should the Agency want to cancel a booking then it shall use reasonable endeavours to provide the client with reasonable notice, take steps to offer to the client a suitable replacement and/or substitute and take such other reasonable steps as are reasonably practicable to mitigate against such cancellation.

8.2.2 In any event the Agency shall be entitled to cancel a booking at any time and for any reason prior to the booking date without liability to the client and the client will procure the necessary insurance cover with a reputable insurance provider to protect against such cancellation and any associated liability and the Agency shall not be liable to the client for any costs incurred as a result of such cancellation.

8.3 In the event a model is ill and the job is therefore cancelled, the same applies as per clause 8.2.1.and 8.2.2.