spotlight

Production Report ☐
(Pay Session Fee)
Completion Report ☐
(Final Cast List)

Report Date

Advertiser | Product | Estimate#

Film Date | Film Studio | Film City | PO#

Record Date | Record Studio | Record City | Job Number

Union
☐ ACTRA ☐ AFTRA ☐ Other
☐ AFM ☐ SAG

Report Type
☐ TV ☐ Industrial (1) ☐ TV - Cable Only ☐ Other
☐ Radio ☐ Industrial (2) ☐ Non-Air Demo

Title | Length | Commercial ID#

AFM Contract(s) | Edit Ver Length | Edit Version #

Line	Name	Cate-gory	Cam On/Off	M	S	Dbl	Orig	Edit	% Over Scale	Agent Code	Comment

Comments

Very Important!

In order to pay Session Fees we require the following -
- Complete, Legible W-4's
- Complete, Legible Performer Contracts

Agency

Signatory (if other than above)

Authorized Signature

Spotlight Business Affairs, Inc.
20 N. Wacker Dr. - Suite 2500 • Chicago, IL 60606
tel 312-726-4404 - fax 312-726-4405
8 West 40th Street - 20th Floor • New York, NY 10018
tel 212-868-3820 - fax 212-868-3821

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Session Detail

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Line	Dates	Worktime From	Worktime To	Meals From	Meals To	Makeup/Fitting From	Makeup/Fitting To	Travel to Loc From	Travel to Loc To	Travel from Loc From	Travel from Loc To

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