spotlight

Print Model Payment Authorization

☐ **Session Report** (Pay Session Fee)

☐ **Reuse Report** (Pay Reuse/Option)

Report # | *Report Date* | *Job Number*

Advertiser | *Product* | *Estimate #*

Session Date | *Session City* | *Session State* | *PO#*

Print Asset Title or ID#

Name of Model	Agent	Model's Compensation	Agent Fee	Comment

All model payments will be sent to the Agent.

Comments

Agency

Person Authorizing Payment

Authorized Signature (Please initial any additional pages)

Very Important!

In order to pay Session Fees we require the following -

- **A complete, legible W-4 or W-9 for each model**
- **Complete, legible model releases/contracts**
- **Complete Minor Trust Forms, where applicable**

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

spotlight

Print Model
Payment Authorization

Name of Model	Agent	Model's Compensation	Agent Fee	Comment

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

spotlight

Print Model
Payment Authorization

Name of Model	Agent	Model's Compensation	Agent Fee	Comment

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

spotlight

Print Model
Payment Authorization

Name of Model	Agent	Model's Compensation	Agent Fee	Comment

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