



CONTRACT FOR PRODUCTION SERVICES

This contractual agreement is entered into between AIB Network hereinafter referred to as AIB and Client.

- 1. Cancellations OR changes to scheduled production times must be made at least six (6) or more business/weekdays (Monday-Friday) of the scheduled production. Client agrees to pay AIB the sum of one-hundred dollars (\$100.00) if the cancellation or change order is provided within three to five business/weekdays days, and one-hundred fifty dollars (\$150) if less than three business/weekdays of the scheduled production time.
- 2. Studio A service charges include time to set up and breakdown client set.
- 3. Studio A service charges begin at the time production is **scheduled** to start.
- 4. AIB has limited space for the storage of sets and props. All property left at the AIB facility is done so at the owner's own risk.
- 5. Any property left on the AIB premises for over two (2) weeks after production is completed will accrue storage charges of fifty dollars (\$50.00) per week.
- 6. Said property left on AIB premises for longer than thirty (30) days after production has been completed will be disposed of accordingly.
- 7. AIB accepts no responsibility for any damages to, loss or theft of any property left or stored at AIB.
- 8. If payment is returned by the bank upon which said funds were drawn, AIB will request certified funds from the Programmer from that point forward. AIB will also collect any and all bank fees from the Programmer that have been charged to AIB's account.
- 9. AIB will deliver client footage via WeTransfer, or AIB will transfer footage to a customer-provided, AIB approved external hard drive at no charge. As a courtesy, after delivery arrangements have been made, AIB will store customer footage for a maximum of 60 days. Customer footage will be purged after 60 days, regardless if claimed. Expedited footage (within 48 hours) is available for an additional fee.