



Mune Casting Agency application general terms.

Please note this is not the Mune Agency or Mune Talent contract, this information is, as it is titled, the application general terms. Any contract offered will be sent with the offer of representation should you be successful.

We would like you to read these terms before making an application, and state in the application that you have read and understood them.

For the purpose of making our terms clear, each point is clearly marked. If you have any further questions once, please click here <https://www.muneagency.co.uk/faqs> or drop us an email and we will be happy to help.

Period of Agreement

If accepted The Mune Talent will remain solely with the Agency for a minimum period of 12 months. The Mune Talent will remain under a sole contract with the Agency.

Representation

The applicant agrees to state the division they want to apply for in the application. The applicant agrees that should an offer of representation is then made, the sole focus of the representation will be for the division stated on the offer. However, for the purpose of not missing out on great opportunities a contract will be issued for all divisions.

Guarantee

The Agency agrees to represent the Mune Talent but cannot in any capacity guarantee that the Mune Talent will receive any work as ultimately the final casting decision rests with the client and not the Agency.

The Agency's right to terminate the Agreement

The Agency has the right to terminate the Mune Talents agreement and representation of the with immediate effect should the Mune Talent, or any person accompanying the Mune Talent, fail to behave in a professional and courteous manner at all times on Assignment(s) or fail to behave in a professional and courteous manner towards, and during any communication with, the Agency and Agency staff. Any behaviour of this nature will be taken seriously.

Failure to attend an assignment

In the event of the Mune Talent failing to attend a pre arranged Assignment(s) without notifying the Agency the Mune Talent agrees that the agency may cease representation.

Commission & Cost

Main Artist - commission 10%

Supporting Artist - commission 17%

Model - commission 20%

Annual fee of £25 to be paid when representation commences, and then annually.

One off administration fee of £25 to be deducted from initial earnings and never deducted again.

Payments

The Agency cannot be held responsible for travel costs. The Agency cannot be held responsible for booking changes made by the Client or for payment of monies owed to the Artist by the client if the client goes into liquidation or withholds payments from the Agency for any reason.

As the Mune Talent you acknowledge that you take on any Assignment (s) sourced by the Agency on a self-employed basis and that they are solely responsible for declaration and payment of any Tax and National Insurance, if applicable, that may be due and this is not the responsibility of the Agency.

Paperwork

When applying to Mune Agency, if over the age of 16, agree to have a valid Basic Disclosure.

If a Basic Disclosure is not sourced you will not be promoted to any production companies that state it is in accordance with their guidelines, which will limit opportunities.

If under the age of 16, the parent agrees to apply for any licence documentation sent and understands that the Agency will not request new documents for each assignment.

Working Rights

You agree that you are legally entitled to work in the United Kingdom when undertaking an Assignment and understand the Agency will not promote an Artist who has not provided the Agency with relevant documentation.

Documentation & Changes.

The Agency uses a software called Tagmin which is widely used by agencies. The Applicant agrees to use Tagmin to update all information, including but not limited to calendar, measurements, contact information.

Failure to use and update Tagmin may result in missing work opportunities and not being selected for work.

We would like to recommend using an app called Adobe Fill & Sign to complete all licence documentation.

Images

Main Artist - Professional headshots - showing a range of different looks, include at least 1 full length image.

Full Copyright.

Supporting Artist - Clear images taken on a smartphone, camera or tablet, with a white background.

Must include;

Full length
Headshot style
Side of head (both sides)
Back of head
Full copyright.

Model - Professional images

Must include;

Head shot
Full length
Black and White
Quarter length
Full copyright.

Please ensure you have full copyright of any images used for representation, if the images are not taken by yourself, please provide a copy of the copyright via email.

Please note professional means clear, free of distractions, plain floor, plain background, highly focused. You are not instructed to seek a photographer for these images, however, please remember the images will be the first thing the client looks at. If your images do not match the above, we will not use the images provided.

Availability

Please consider availability and flexibility, jobs can be as early as 6am, can be 12 hour days, can be all over the UK and be cancelled at the last minute. The majority of work is Monday - Friday.

Children's working hours will differ, please use this link for further information -

<https://www.nncee.org.uk/attachments/article/212/Working%20Hour%20Limits%20-%202015.pdf>

Transport

All applicants must consider what mode of transport they have to get to each job. Public transport is not always reliable, especially for a potential 6am call time or a late finish. Please consider this before making an application.

Children:

shoots will be majorly during school hours, therefore, your child's school must be onboard with your child coming out of school to complete jobs. Please note, without school permission your child will not be able to complete jobs or be promoted for any jobs that are during school time.

Rejection

Please do not be deflated if you are not suitable for Mune at this time, and please do not be discouraged from applying again at a later date.

Open & Closure of our Books

The agency will open and close its books, depending on the volume of work and the number of applications in each division.