



# HervL Artistes

Membership Terms

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HervL Artistes Agency



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# HervL Artistes Membership Terms

## HervL Artistes Agency

HervL Artistes Agency is in the process of restructuring our services to provide an online subscription service, on top of our services a casting and managing agency.

Our catalogue will primarily be focused on providing online talent of various capabilities, from multiethnic backgrounds, and abilities.

This document seeks to provide you with information regarding HervL Artistes Agency's membership tiers, the cost, and terminology.

If there is any information that you require that isn't already provided within this document, or any other of our policies and procedures, please feel free to contact us with your questions. We are always looking to improve our services with the view that we provide a morally sound and ethical service to our clients and business associates.

## Talent/Artists

Any person registered with us to be placed on our website, put forward for roles/jobs within the wider entertainment industry or advertised as talent. Talent can be anything including but not exclusive to:

Artists	Creative	Crew
Actors	Directors	lighting
Extras/Supporting Artistes	Producers	Camera operators
Singer/Songwriters	Playwright	Set designers
Dancers	Screenwriters	Runners
Models	Scriptwriters	Stage assistance
Performers	Assistant Directors	
Drag acts	Agents	
	Talent Managers	

## Business Associates

Business associates is a term used as a collective noun to describe persons hiring for talent, such as, casting directors, assistant directors, production companies, and any persons registered and approved to hire talented artists from us.

## Business Associates: What constitutes approval?

All persons looking to hire talent would need to satisfy a certain level of due diligence, such as, providing name, contact details and company (production or otherwise) that they are hiring on behalf of, so that checks can be made to assure the safety of talent that are registered on our books.

### Relevant details

Relevant details is only information that is needed which is relevant to searchers needs, will be available. Such as: name, skills with photo (for example) that you supply to be placed online, will be available for any person searching for talent online to see. However, further details, such as, age, vital statistics, location (only) (for example, will be supplied to Business Associates, after registration has been approved. Any other details will only be supplied to business associate within the industry in the process of the employment hiring, if and when necessary to secure the role.

	Bronze members	Silver members	Gold members	Platinum members	VIP Diamond members
	FREE	3.99 per month or 5% discount <del>47.88</del> - 45.49 Yr.	5.99 per month or 10% discount <del>71.88</del> - 64.69 Yr.	7.99 per month or 15% discount <del>95.88</del> - 81.50 Yr.	By Invitation or Recommendation Only 19.99 or 359.82 Yr.
10% commission	✓	✓	✓	✓	✓
Instant online presence	✓	✓	✓	✓	✓
Social media campaigns		✓	✓	✓	✓
Showreel upload			✓	✓	✓
Approved right to work & DBS Checks				✓	✓
Script opportunities				✓	✓
Credited roles					✓
Personal manager					✓
<b>Contract</b>	(14days cancelation)	(14days cancelation)	(14days cancelation)	<b>18 months</b> (30days cancelation)	<b>18 months</b> (30days cancelation)

## Bronze members

Have instant online presence only, once suitable picture has been submitted to be used with their profiles.

### Instant online access

All talent from our members listed at bronze through to diamond have instant online presence. This means, that as soon as we receive a suitable photo, and the relevant information requested at the time, members will be visible for hiring parties (casting/assistant directors, production companies etc) to view online. Although we aim to process information as soon as possible, this can take anything up to 72 hours.

Anyone that is available on the internet, whether business associate linked, or not, will have access to a registered talent online; however, in order to find out further relevant details about that talent, all business associates would need to be registered and approved to search our catalogue.

### Payments:

Bronze membership has no administration fee and is therefore FREE.

### Commission:

Any payments to the artist/talent, for works obtained via our services, will be made through HervL Artistes Agency. A standard rate of 10% will be taken off any works paid to the artist/talent, of which this commission will only be taken once the artist/talent has been paid.

Any wages paid to the artist/talent will be in accordance with industry standards, and what the bookers have negotiated prior to hiring the artist/talent. All members, at all levels, will be provided with all wages, fees and commissions for the artist/talent to consider prior to confirming the agreement to work.

### Cancellation:

Cancellation can be anytime, giving 14 days' notice in writing; however, we will endeavour to take your details off our catalogue as soon as possible. Please contact us via email or submit a 'contact us' form via our website.

## Silver members

As well as the benefits of a bronze member:

### Social media campaigns:

Silver members all have the additional benefit of being included in HervL Artistes Agency's social media campaigns. Social media campaigns include but is not exclusive to advertisements to improve the awareness of the artist and the agency via Facebook, Instagram, LinkedIn, Twitter, our website and any other published advertisements approved by the agency.

### Payments:

Silver members have the option to pay an administration fee to be in our catalogue via our website, and our publications at this level. Our administration fees include the additional services that are provided with this level membership.

Members have the option to pay monthly or yearly (a year constitutes 12 months). Silver membership is 3.99 per month (if paying monthly), or £45.49 per year (if paying yearly) which is a 5% discount

### Commission:

Any payments to the artist/talent, for works obtained via our services, will be made through HervL Artistes Agency. A standard rate of 10% will be taken off any works paid to the artist/talent, of which this commission will only be taken once the artist/talent has been paid.

Any wages paid to the artist/talent will be in accordance with industry standards, and what the bookers have negotiated prior to hiring the artist/talent. All members, at all levels, will be provided with all wages, fees and commissions for the artist/talent to consider prior to confirming the agreement to work.

### Cancellation:

Cancellation can be anytime, giving 14 days' notice in writing; however, we will endeavour to take your details off our catalogue or downgrade your services as soon as possible. Any payments already paid will not be refunded, unless you cancel within 14 days of signing up for the first time, whether paying monthly or yearly (The cooling off period). Membership will cease at the end of that billing period.

Please contact us via email or submit a 'contact us' form via our website.

## Gold members

As well all the benefits of the silver membership:

### Showreel upload:

Gold members have the added benefit of being able to upload a showreel to their profile. Showreels should be less than 3 minutes long in total, it should be in an acceptable format, and the talent/artist should own all copyrights to own and publish their showreels via our website.

**Please be aware**, that our Bronze members through to Gold members are not checked for the right to work in the UK or go through any processes to check that DBS Certificates are valid and in date. Therefore, the responsibility of this lies on the hirer (Casting Assistant/Director/Production Company etc) who will perform the necessary checks for the right to work themselves.

Bronze, Silver, and Gold members should make sure that they have the relevant documents to show their prospective hirers when they go to castings. **They will not be hired without this.**

### Payments:

Gold members have the option to pay an administration fee to be in our catalogue via our website, and our publications at this level. Our administration fees include the additional services that are provided with this level membership.

Members have the option to pay monthly or yearly (a year constitutes 12 months). Gold membership is 4.99 per month (if paying monthly), or £53.89 per year (if paying yearly) which is a 10% discount.

### Commission:

Any payments to the artist/talent, for works obtained via our services, will be made through HervL Artistes Agency. A standard rate of 10% will be taken off any works paid to the artist/talent, of which this commission will only be taken once the artist/talent has been paid.

Any wages paid to the artist/talent will be in accordance with industry standards, and what the bookers have negotiated prior to hiring the artist/talent. All members, at all levels, will be provided with all wages, fees and commissions for the artist/talent to consider prior to confirming the agreement to work.

### Cancellation:

Cancellation can be anytime, giving 14 days' notice in writing; however, we will endeavour to take your details off our catalogue or downgrade your services as soon as possible. Any payments already paid will not be refunded, unless you cancel within 14 days of signing up for the first time, whether paying monthly or yearly (The cooling off period). Membership will cease at the end of the billing period. Please contact us via email or submit a 'contact us' form via our website.

### Bookers:

Please contact the agency if you would like to book a member of talent that is showcased on our website, and you require assistants in checking their right to work details (and/or DBS checks) during the hiring process.



## Platinum members

We recognise that our Platinum members are another category of talent that we seek to provide a more tailored casting service. Being a platinum member would mean that you have either already been credited in a role, and/or you have been trained at a performing artists school and may have been already familiarised with the casting and hiring process.

As well as all the benefits of the gold membership:

### Right to work & DBS checks approved:

Talent that requests to be Platinum members are approved by passing a specific criterion, such as, the right to work in the UK, and DBS checks. These security checks are essential to working in the entertainment industry within the United Kingdom. Arrangements will be made with individual talent to approve this relevant information prior to approval and details being updated on our website.

### 18 months Contract:

Due to the fact that DBS Certificates, by law, are required to be renewed every 18 months if working in entertainment industry; our contracts will run in accordance to the renewal of these details. It is therefore important that any artist/talent that is listed on our books as a platinum member should provide these details when requested. How to obtain DBS Certificates is provided in **HervL Artistes Agency's Handbook**.

### Script opportunities:

In order for the agency to satisfy the quality of talent that we put forward to professionals in the industry; artist that would like to upgrade their membership to our Platinum membership would first need to fit the criteria for this level.

This would be to:

- Be a graduate from a performing arts school/college or
- A credited role (for actors) within a film, screen, play or musical (Dancers, models, singer songwriters, Directors or professionals back of house talent, please contact us)
- Have the right to work in the UK
- Provide a valid DBS Certificate

If you can submit your request through to us, with the following information, we aim to get back to you within 48 hours and we will organise for a talent manager to meet with you.

- CV,
- photo and
- showreel,

Once an artist has been approved, we will provide updates on script opportunities for our registered Platinum members. We will liaise with you about your availability, and all relevant information about the role.

## Payments:

Platinum members have the option to pay an administration fee to be in our catalogue via our website, and our publications at this level. Our administration fees include the additional services that are provided with this level membership.

Members have the option to pay monthly or yearly (a year falling every **18 months**). Platinum membership is 7.99 per month (if paying monthly), or £122.25 every 18 months (if paying yearly) which is a 15% discount.

## Commission:

Any payments to the artist/talent, for works obtained via our services, will be made through HervL Artistes Agency. A standard rate of 10% will be taken off any works paid to the artist/talent, of which this commission will only be taken once the artist/talent has been paid.

Any wages paid to the artist/talent will be in accordance with industry standards, and what the bookers have negotiated prior to hiring the artist/talent. All members, at all levels, will be provided with all wages, fees and commissions for the artist/talent to consider prior to confirming the agreement to work.

## Cancellation:

A contracted platinum member has the ability to cancel their contracts from 30 days prior to the end of the contact, providing 30 days' notice in writing. We will endeavour to take your details off our catalogue and suspend any publications (where publications have not already been put into the public domain); however, any moneys paid will not be refunded, unless you cancel within 14 days of signing up for the first time, whether paying monthly or yearly (The cooling off period). Contact will cease at the end of the 18 months contract or within the 14 days cooling off period.

Artists/talent will then be downgraded to a lower tiered membership or removed from our catalogue; whichever is requested. Please contact us via email or submit a 'contact us' form via our website.

## VIP Diamond members

We believe that at HervL Artistes Agency we provide a unique management service that will suit the need of artist/talent at this level. We seek to assist our VIP Diamond members to improve their careers, and to assist in sustaining their long-term future in the industry.

As well as all the benefits of the platinum memberships, our VIP Diamond members will benefit from:

### **Credited Roles**

#### **Personal manager**

Please be assured that we want to provide the best service to all our clients and encourage all artists and talent to register for our free bronze membership. In order for us to guarantee that our VIP Diamond members are of an extraordinary type, VIP Diamond members are by invitation or recommendation (by a credited source) only. Artists/talent will be considered if recommendations are from industry professionals (already credited talent/actor/director etc).

VIP Diamond members would need to:

- Be a known name or credited in any role.
- Recommended by an industry professional or invited by a manager or agent of HervL Artistes Agency (All managers and agents carry ID).
- Have the right to work in the UK
- Provide a valid DBS Certificate

A personal manager will be appointed to our VIP Diamond members who will liaise with the artist/talent providing a one to one service.

### **Contract:**

Our Diamond members are classed as VIP's and will be required to sign a contract of which the terms will be negotiated prior to signing.

Due to the fact that DBS Certificates, by law, are required to be renewed every 18 months if working in entertainment industry; our contracts will run in accordance to the renewal of these details. It is therefore important that any artist/talent that is listed on our books as a platinum member should provide these details when requested. How to obtain DBS Certificates is provided in **HervL Artistes Agency's Handbook**.

### **Payments:**

VIP Diamond members have the option to pay an administration fee to be in our catalogue via our website, and our publications at this level. Our administration fees include the additional services that are provided with this level membership.

Members have the option to pay monthly or yearly (where a year constitutes every **18 months**). VIP Diamond membership have the option of paying 19.99 per month (if paying monthly), or £359.82 every 18 months (if paying yearly).

## Commission:

Any payments to the artist/talent, for works obtained via our services, will be made through HervL Artistes Agency. A standard rate of 10% will be taken off any works paid to the artist/talent, of which this commission will only be taken once the artist/talent has been paid.

Any wages paid to the artist/talent will be in accordance with industry standards, and what the bookers have negotiated prior to hiring the artist/talent. All members, at all levels, will be provided with all wages, fees and commissions for the artist/talent to consider prior to confirming the agreement to work.

## Cancellation:

A contracted VIP Diamond member has the ability to cancel their contracts from 30 days prior to the end of the contact, providing 30 days' notice in writing. We will endeavour to take your details off our catalogue and suspend any publications (where publications have not already been put into the public domain); however, any moneys paid will not be refunded, unless you cancel within 14 days of signing up for the first time, whether paying monthly or yearly (The cooling off period). The contact will cease at the end of the 18 months contract.

It is important to read your individual contract as there maybe terms within your contract that is in addition to the standard terms and conditions here. You will have time to consider it, negotiate certain terms, and seek independent legal advice where necessary.

Artists/talent will then be downgraded to a lower tiered membership or removed from our catalogue; whichever is requested. Please contact us via email or submit a 'contact us' form via our website.

## Notes to all members

1. IT IS IMPORTANT THAT ALL MEMBERS OF ALL LEVELS UNDERSTAND THE TERMS OF THEIR AGREEMENT TO BE REGISTERED ON OUR BOOKS.
2. THESE MEMBERSHIP TERMS ARE DESIGNED TO BE READ WITH OUR **ARTISTS TERMS & CONDITIONS** AND OUR **PRIVACY POLICY**.
3. BY REGISTERING TO BE IN OUR CATALOGUE, YOU HAVE AGREED TO ABIDE BY ALL TERMS AND CONDITIONS, AND MEMBERSHIP TERMS AS MENTIONED ABOVE.
4. THERE IS NO TIMESCALE FOR ANY INTERESTED ARTIST/TALENT TO TAKE ADVANTAGE OF OUR SERVICES; THEREFORE, IT IS ADVISED THAT YOU READ AND UNDERSTAND OUR TERMS & CONDITIONS PRIOR TO REGISTERING, OR SEEK INDEPENDENT LEGAL ADVICE, WHERE NECESSARY.

OUR TERMS AND CONDITIONS ARE DESIGNED TO BE CLEAR, CONCISE AND UNDERSTOOD BY ALL; THEREFORE, IF THERE IS ANYTHING THAT IS NOT UNDERSTOOD BY THE READER; PLEASE FEEL FREE TO CONTACT US WITH YOUR QUERIES.

# HervL Membership Tiers



Instant online presence



Instant online presence



Instant online presence



Instant online presence



Instant online presence

Social media campaigns

Social media campaigns

Social media campaigns

Social media campaigns

Showreel upload

Showreel upload

Showreel upload

Approved right to work checks

Approved right to work checks

Script opportunities

Script opportunities

Credited roles

Personal manager

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