

VIDEO REQUEST FORM

Requester Name: _____ Contact Number: _____

Email Address: _____

Video Details:

Project Title: _____

Purpose of Video: _____

Preferred Video Length (minutes): _____

Requested Format (e.g., MP4, MOV): _____

Delivery Details:

Deadline for Delivery: _____

Delivery Method (e.g., Email, USB, FTP): _____

Additional Instructions / Notes: _____

Acknowledgements and Terms:

1. The Requester confirms that all information provided is accurate and complete. 2. The video production will commence upon acceptance of this request and receipt of any required deposits. 3. The Provider shall deliver the video in the agreed format and specifications. 4. The Requester grants the Provider the right to use any materials necessary for the production. 5. The Requester agrees to indemnify and hold harmless the Provider from any claims arising from this request. 6. All intellectual property rights in the final video shall be as agreed in separate contractual provisions. 7. Neither party shall be liable for delays or failure to perform due to causes beyond their control. 8. This form and any associated agreements are governed by the laws of the United States of America. 9. Any disputes arising shall be resolved in the appropriate courts within the United States. 10. This form constitutes the entire understanding between the parties with respect to the video request.

REQUESTER'S SIGNATURE

PROVIDER'S SIGNATURE

Signature: _____

Signature: _____

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