

Media Production Proposal Form - Animation

General

Title of Production

Name of Production Company

Principal Address

Website

Telephone

Employers Reference Number (ERN):

Details of Financiers and Completion
Guarantee/Bond Company

Production Base

Telephone

Producer(s)

Director

Director of Photography

Executive Producers

Line-Producer

Production Manager

Production Accountant

Production Co-ordinator

Production info

Brief Synopsis

Type of Animation:

- CGI
- Cel
- Stop Frame

Details on where Animation work will take place and experience of key personnel

Details of any Live Action filming:

- Dates and/or number of days
- Location (studio?)
- Estimated costs

Details of Voiceover work:

- Dates and/or number of days
- Estimated costs

Details of any:

- key artwork
- models or similar

plus:

- info on where these will be stored; and
- whether any backups exist
- how long it would take to recreate any such key item

Production Period:

- Pre Production dates
- Animation schedule
- Live Action filming schedule
- Post Production dates
- Estimated delivery date

(please attach copy of full production schedule)

Property/extra expense

Details of location for Animation work

Details of any set builds or similar (plus time needed to reconstruct)

Details of:

- Fire prevention in place
- Security in place at:
 - Animation studio; or
 - Filming location(s)

Details of:

- Extra Expense limit required
- Equipment limit required

plus

- time required to replace Equipment

Details of contingency plans in the event the production needs to relocate

Confirmation of who the Property Insurance providers are for location owners

Budget

Total cost of production

Total above the line cost

Total below the line cost

(A) Story/Script/Development costs

(B) Music rights/sound rights

(C) Completion Guarantee fee

(D) Production fees/overheads

(E) Contingency

(F) Post Production Costs

Details of any of the above (A-F) which need to be Insured for Abandonment only

Details of any Deferments within the budget

Exchange rates being utilised in Production Budget

Total estimated expenditure in the United Kingdom

Anticipated expenditure elsewhere (split on a country by country basis)

Name/percentage involvement of entities providing finance for the production

Cast

- Names of insured persons (*plus details and their roles or characters*)
- 1.
 - 2.
 - 3.
 - 4.
 - 5.
 - 6.
 - 7.
 - 8.
 - 9.
 - 10.
 - 11.
 - 12.
 - 13.
 - 14.
 - 15.
-

Details of any insured person aged under 6 years/over 75 years

Details of any key creative persons (Creative Director, Animator etc)

Details of any insured person to be deemed an Essential Elements

Details of any insured person likely to have a Stop Date in their contract

Production Media/CGI

Details of ALL filming format(s) to be used for any Live Action filming

Details of workflow and backup procedures:

- How frequently material will be backed up?
 - Where and how will backing up take place?
 - Where backups will be stored (offsite?)
 - How regularly is material (inc backups) checked to ensure technical integrity?
 - What tests have been completed to ensure all equipment and software is fit for purpose?
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Cover Limits

Miscellaneous Technical Equipment

- Hired In £
- Owned £

(should match limit above)

Props, Sets & Wardrobe £

Production Office Contents £

Action Motor Vehicles £

Library Stock £

Production Money £

Employers Liability

Estimated total payroll for:

- 1) British hires £
- 2) US hires (in US) £
- 3) US hires (outside US) £
- 4) Local hires (exc US) £

Name of employing entity for:

- 1) British hires
- 2) US hires
- 3) Local hires

Details of any payroll service company being utilised

Public Liability

Limit of cover required

Details of any expensive locations and estimated filming days

Signed

Date

Name (Please Print)

Position

The parties shall rely on the rights and remedies afforded under the Insurance Act 2015

Chubb. Insured.SM