



METRO SCREEN

JUMPSTART PRODUCTION SUBSIDY CONDITIONS AND GUIDELINES

01. ELIGIBILITY

01.a Metro Screen invests in productions by providing subsidised (substantially discounted) access to equipment and facilities listed on the Metro Screen rate card. PLEASE NOTE – Jumpstart is not a cash grant and some cash contribution will be required by the applicant.

01.b Producers must apply for subsidy on the basis that their productions satisfy one or more of the following criteria:

- I. **Innovation** - The production inspires or encourages independent, original and progressive content for video, television and digital media production and exhibition.
- II. **Practitioner support** - The production fosters the professional development of emerging and independent screen practitioners.
- III. **Access and Equity** - The production provides a targeted opportunity for those generally excluded from mainstream media production to become actively involved in the production process promoting expertise in the use of video and digital media.
- IV. **Community and Cultural Development** - The production encourages communities to use video and digital media as a cultural development tool and supports community based screen culture practice.

01.b All sections of the application form must be completed for an application to be considered. Any incomplete application forms will be returned to the applicant advising where further information is required.

01.c To be considered, applications must ensure:

- I. they do not incorporate copyrighted images, music or text into the production without permission of the copyright owners.
- II. Personal release forms and location agreements are gained

01.d Individuals and organisations are limited to two applications for subsidy per annum. The Production Grant Committee will give preference to applicants who have not previously received a Production Grant. If you require any assistance in completing the form please ask the appropriate Subsidy Coordinator.

02. APPLICATION PROCESS

02.a All applications must be reviewed by Metro Screen's Production Grant Committee. Application outcomes will be determined and the applicant will be informed within three working weeks of the application deadline. No approvals may be made prior to the Committee meetings.

02.b Offer of subsidy remains valid for a six-month period after approval.

02.c In order to access their grant, successful applicants need to make an appointment with the appropriate Grant Coordinator to discuss and sign off on the letter of offer.

02.d The appropriate Grant Coordinator will be in regular contact with the applicant during the course of the subsidy.



METRO SCREEN

03. CREDITS AND PROMOTION

03.a All subsidy recipients must credit Metro Screen's contribution in the following manner:

- I. The production will include a full screen end credit with the Metro Screen logo + the words "Made with the assistance of Metro Screen" for at least three seconds duration on screen;
- II. Metro Screen's assistance will be credited on all printed and publicity materials in relation to the production; [Eg, video slicks.]
- III. Digital Media subsidies will have appropriate credits negotiated specifically for their projects which will be clarified in the letter of offer.

03.b Successful applicants must provide a DVD copy of the completed production for the Metro Screen library.

03.c The successful applicant agrees that Metro Screen may promote the applicant and the production as it sees fit. Where possible Metro Screen will use its best endeavors to consult with the applicant in advance.

03.d The applicant agrees to provide a 100 word and a 20 word synopsis, full crew and cast list and two approved stills for Metro Screens promotional use, [300dpi, Colour] on completion of the production.

04. FACILITIES AND EQUIPMENT

04.a Metro Screen Facilities staff reserve the right to determine that equipment may not be hired to those who are not technically proficient, and in certain circumstances, applicants may be asked to complete a skills assessment form.

04.b No credit facilities are offered to Production Grant clients. All equipment, facilities and tape stock must be paid for at the commencement of each booking.

04.c Successful applicants are subject to the same conditions of hire as all Metro Screen Facilities clients. Including insurance levy payments and Equipment Hire Contracts.



METRO SCREEN

JUMPSTART PRODUCTION SUBSIDY

TERMS OF LOAN

RENTAL PERIOD

01. The rental period shall be from the time and date signified for the delivery of the equipment to the Borrower as shown on the face hereof until the equipment is returned to or repossessed by the lender. The lender may terminate the rental period after receiving proper confirmation of theft or destruction of the equipment. The Borrower shall return the equipment to the lender on the date and time as specified herein or such earlier date as the lender may require under clause two hereon. The lender reserves the right to impose an extra charge by way of a fine for late return of the equipment after the date and time specified for return herein.

OFFER

02. The Borrower by his or her signature offers to borrow the equipment from the Lender for the agreed rental period, and hence acknowledges receipt of the equipment, and agrees to pay the total rent to the Lender.

INSURANCE

03. The Borrower shall insure the equipment in the name of the Lender during the rental period and shall produce to the Lender at the time of the rental period commencing the policy of the insurance with the Lenders interest endorsed thereon as the owner. In the event that such insurance is not produced to the Lender at the time of the commencement of the rental period then the Borrower acknowledges that he or she is liable to pay by way of an extra hiring charge a premium to insure the equipment under the master policy of the Lender. **The Borrower agrees that he or she shall be liable to pay a \$1000 excess in relation to any claim made for loss or damage to the equipment on the Lender's said policy.**

USE

04. The purpose for which the equipment is borrowed is specified by the Borrower on the face hereof. In the event that the equipment is used for any other purpose the Borrower will advise the Lender immediately or that such time as it becomes relevant to do so.

BORROWER'S COVENANTS

05. [a] That the equipment lent will at the end of the lending period be returned by the borrower in good condition free of any damage or defect of any kind of whatsoever nature except for ordinary wear and tear and any damage or defect noted on the equipment prior to the rental period commencing. The Borrower agrees that the Lender may recover from the Borrower any amount due under this indemnity including the amount of the damage as a liquidated demand.

05. [b] To indemnify the Lender from Liability from any and all losses, damages, injuries, claims, demands and expenses including legal expenses of whatsoever kind or nature arising out of the use of the hired equipment.

05. [c] Not to sell and transfer or sub-let its rights under this agreement or pledge mortgage or encumber the equipment or its rights hereunder or submit the said equipment to any line charge or encumbrance.

05. [d] Not to use the equipment on any abnormal or hazardous assignment or be used under water or taken from the ground other than a scheduled flight by a recognised airline or taken out of the state of NSW without the prior consent of the Lender.

05. [e] To compensate the Lender for any loss which it may suffer as a result of cancellation or variation of any order for the equipment.

05. [f] That no repairs be carried out on the equipment by Borrower or by instruction from Borrower.

RIGHT TO REPOSSESS

06. The Lender may repossess the equipment and the Borrower shall on being so required by the Lender forthwith return the equipment to the Lender if the Borrower is in breach of any term or condition hereof or has made any misrepresentation to the Lender or the equipment is damaged in any way.

MINIMUM HIRE PERIOD

07. One day on all hire location production equipment.

LIGHTING HIRE

08. Electric globes, supplied loose or as a part of a fitting, are supplied on the condition that all damage is the customers responsibility. Hirer will be responsible for globes blown except through old age - these will be charged for at normal market rates.



METRO SCREEN