As students working on an approved student film project or class exercise (the “Project”) in the NYU Tisch School of Arts Kanbar Institute of Film & Television Department, we acknowledge that we have read and understand the Production Guidelines that were provided to us by the Course Instructor and that are available online at https://wikis.nyu.edu/display/tsoaftv/Production+Advisement+Guidelines, and that the Project will follow those Guidelines.

We also affirm that the Production Advisement Review materials submitted to the Instructor and production adviser are accurate and complete. We affirm representation of the equipment package and production plan for the Project are accurate and complete. We understand we are responsible for notifying the Head of Production and Production Adviser of any additions, deletions, or other revisions to any element of the Project that could impact the Project or the safety or well being of any member of the cast and crew. We affirm the entirety of this project (all scenes) will be shot through NYU and will follow all NYU Production and Risk Management guidelines. We understand 3rd party production insurance is not permitted.

Specific areas of production where we are required to provide updated information to the Course Instructor and production adviser include, but are not limited to:

• Script
  - Addition of a character, location, picture car or other major set piece.
  - Addition of stunt work or other potentially hazardous activity.

• Location
  - Addition of an interior or exterior location, whether it be featured as part of the film or used as a facility for production (i.e., holding area, equipment staging area, storage facility, etc.)

• Equipment Package
  - Addition to the equipment package as they pertain to camera, lighting, rigging, and power (if applicable).

• Production Schedule
  - Any changes to the production schedule, including extra shoot days, cover sets, and pick-ups.
  - Re-shoots also must be coordinated with the Course Instructor and Production adviser.

• Cast & Crew
  - Any changes to the cast and/or crew list.

We understand that we are responsible for providing the Kanbar Institute of Film & Television Department, the Course Instructor and the production adviser with full disclosure of the details of the shoot and any changes that occur that are relevant to the areas detailed above, and we agree to comply fully with the Guidelines and requirement at all times while the Project is in production. We further understand that violating this Agreement will subject us to possible disciplinary review by the Academic Review Committee.