

# FAQ

## Answers to most of your questions

### 1. For which jobs are you placing models?

Mainly commercial spots, trailers, music clips, videos, layout films, shows, etc.

### 2. Are you taking only professional models?

No! Models, actors, artists, dancers, presenters, stuntmen, children, speakers, and above all, "ordinary people".

### 3. Is there an age limit for applications?

No! Our database lists people from 1-100.

### 4. What do I have to do to get registered in your file?

**Models/actors:** Fill out the casting sheet, add 2-3 photos and send it online or download the sheet and send it, together with your photos on CD, by post. The photos should show us how you look (portrait, full body photo, "action" photo; one of these should show your laugh!)

**Professional models:** please send your sedcards plus a CD with photos.

**Actors:** please send different photos, a CV plus a video.

**Location:** Please fill out the location sheet, add 2-3 photos (exteriors and interior highlights) and send it online or download the sheet and send it, together with your photos on CD, by post. You'll find more information under "Application".

### 5. Do you charge anything to apply or to attend a casting?

No!

### 6. When I upload my pictures directly, which file format should they have?

Please save the pictures as a JPEG, 300 KB max, 1024 x 768 px max.

### 7. Models:

#### What happens after I've sent you the application?

We have a close look at your casting sheet and pictures and might invite you to a studio-casting. But that can take time, be patient. When we think you might be the right person for a certain job we recommend you to the client. We call you, if we have a job request and talk about the details. Please make sure that we always have your correct cell-phone number and/or email address. It is important that you call us back quickly when we inform you via email or sms. Because most often "the early bird catches the worm"!

### **Why do I have to come to a studio casting, even if I live far from Frankfurt?**

Without seeing you in person it's difficult to decide for which jobs we can recommend you. It is common practise to attend a life-casting for certain jobs and it raises your chances to actually get the job. Equally important is to avoid surprises on the set where the shooting takes place, because nobody feels comfortable when the client or the agency realise that you don't meet their demands.

### **Do I need anything for the casting?**

Come in good spirits and bring a little time!

### **Outfit:**

When you come for the first time wear a more formal, business-like outfit and bring a change of clothes that is trendy, coloured, hip, cool ... whatever suits your type. (Or do it the other way round). Don't wear heavy make-up! Hair should be clean and have a natural look, don't use too much gel or other styling products.

Kids, especially brothers and sisters or twins should not wear identical outfits; we don't regard this as cute.

When we cast you for a certain job, we'll tell you before what kind of styling the client prefers. That might be a sporty, natural, business, trendy look, or special colours etc.

### **Casting directly with the client:**

Some jobs demand that we send you directly to the client or film production/photographer. You get a date, an address, a contact, and styling instructions. This information is strictly confidential and should be used only for that special casting. To contact the client and/or photographer on your own later on disregards our terms and conditions and excludes you from our database.

Sometimes people ask your personal data (address, phone etc.) on site. Please don't give this information, since we as your agency deal with everything. We guarantee for your punctual payment, especially when the video/spot is on air for a while, because that means you'll get even more money for the so called "buyouts".

We expect you to be on time for the casting and would be happy to get a short feedback from you afterwards. You can always reach us on our mobile phone, if you have questions. After the casting we inform you what happens next.

## **8. Location:**

### **What happens after I've sent you the application?**

We have a close look at the location sheet and pictures and if we like what we see we'll make an appointment to see the place ourselves. But that can take time, be patient. After we've taken all the photos we need we can add the location to our database and suggest it for certain projects. We call you, if we have a job request and talk about the details. Please make sure that we always have your correct cell-phone number and/or email address.

### **Why do you have to come to see the location?**

Without seeing the place and taking the standard pictures we need it's difficult to decide for which jobs we can recommend your location. In addition to that it is common practise to come again together with the photographer, director or set-decorator before your location is actually booked for a job. All details like special requirements, catering, sanitary facilities, electricity etc. can be discussed on site.

### **Location inspection with the client**

To contact the client/photographer/agency on your own before or after the location inspection disregards our terms and conditions and excludes you from our database. Only we are authorized to deal with everything. We guarantee for the compliance with certain obligations and requirements such as punctual payment, insurances, location contract or assumption of liabilities. Location contact remains without exception at Agentur Kaczmarek.

### **9. Who are your clients?**

Have a look under "References".

### **10. How much do you pay for the jobs?**

**Models:** That depends on the client, the lengths, and other details. We'll inform you prior to the start of the job how much you get.

Extras for movies/commercial spots/music clips: ca. 50 – 250 Euros;

Print/TV campaigns: ca. 300 – 1.500 Euros

**Location Owners:** You will get a contract that specifies all details and states the location fee, depending on the kind of project, time and effort of the shooting, size of production team and size of location. The fee can vary between 300 – 2.000 Euros.

### **11. Can you send me the casting photos?**

Sorry, but we don't do that since we spent all our time to place you and to attend to our projects.

### **12. Do you produce sedcards?**

No, but we are happy to help you putting together a nice selection of pictures or help you to contact excellent photographers.

### **13. How much do you get for the placement?**

The agency gets between 10% and 20% percent of your fee, depending on the job.

### **14. More questions?**

Please read through our legal terms and conditions (available only in German).