



**PROJECT NAME** \_\_\_\_\_  
\_\_\_\_\_

**DATE** \_\_\_\_\_  
\_\_\_\_\_

**COMPANY DETAILS**

Company Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Contact Email: \_\_\_\_\_  
Contact Telephone: \_\_\_\_\_ Contact Mobile: \_\_\_\_\_  
Full Postal Address: \_\_\_\_\_  
\_\_\_\_\_

Company VAT Number: \_\_\_\_\_ Purchase Order: \_\_\_\_\_  
Accounts Contact: \_\_\_\_\_  
Accounts Email Address: \_\_\_\_\_

**INVOICING DETAILS**

(Please complete if different to the information provided above)

Company Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Contact Email: \_\_\_\_\_  
Contact Telephone: \_\_\_\_\_ Contact Mobile: \_\_\_\_\_  
Full Postal Address: \_\_\_\_\_  
\_\_\_\_\_

Company VAT Number: \_\_\_\_\_ Purchase Order: \_\_\_\_\_  
Accounts Contact: \_\_\_\_\_  
Accounts Email Address: \_\_\_\_\_

**PRODUCTION DETAILS**

Cinematographer/DOP: \_\_\_\_\_  
Production Company: \_\_\_\_\_  
Director: \_\_\_\_\_  
Producer: \_\_\_\_\_  
Agency: \_\_\_\_\_  
Creatives: \_\_\_\_\_  
Producer: \_\_\_\_\_

**TERMS & CONDITIONS**

Please note: Cinelab London Standard Terms and Conditions (T&C's) can be found on our website [www.cinelab.london](http://www.cinelab.london). Completing this Client & Project Details forms part of our standard Terms & Conditions. Please be aware that our T&C's may change from time to time.