

**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)

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.