

San Diego Model Management

Agency Policies

Model payments in California are handled in a number of different ways. Some clients pay the model direct the day of the booking. Some use a payroll service where they take payroll taxes out of the payment and then send it either to the agency or directly to the model, and some send the agency a payment for the modeling services.

Union jobs are generally paid through a payroll service which takes payroll taxes out of the payment and sends you a W2 at the end of the year.

If you are paid directly by the client then send us your 20% agency fee as soon as possible.

SDMM will send you your booking payment when it receives your payment from the client, either through a payroll service or simply the invoiced amount.

You are not an employee of San Diego Model Management, as it states in your Independent Contractors Agreement. Initial here:

If a client does not send us the payment for a job they booked you on, this means you will not be paid. Initial here:

The Agency makes its money by charging models a 20% fee for obtaining them bookings, and by charging clients, (the people who book the models), 20% for maintaining a modeling agency which they can use for agency services. For example, the Agency books a model for an initial gross amount of \$1000. The Agency bill the client \$1200 (1000 + 20%), and when the money come in the Agency pays the model \$800 (1000 - 20%). If you do not understand this, or need clarification, ask your booker before signing below.

As mentioned above, some clients may treat your booking on an employer, employee basis and take payroll taxes out of your gross booking and issue you a W-2 at the end of the year. The Agency has virtually no control over whether your booking will be treated in this manner. Regardless of how your booking is handled the Agency fee (as stated above) will remain 20% on the initial gross amount. **Please ask us if you have questions about this or don't understand it.**

Check and payment inquiries are welcomed and handled in an open and transparent way. The best way is to simply email us with specific information on when your booking was and the name of the client.

SDMM does not issue paper checks. We use electronic delivery services to put your payment directly in your bank account. Initial here:

From the client point of view (the people who hire the models), fees are basically made up of a "session fee" and "usage fee". The session fee is for the actual time put in at the production. An example would be at a photo studio for 8 hours. The usage fee is for how the images and video will be used after the booking. An example would be for social media and Internet use for 3 years.

Sometimes the usage fee is included in the session fee. An example would be the session fee is \$1200 for 8 hours, and this includes 4 years social media and website usage. Sometimes they are separate. An example would be \$600 for 4 hours and \$1500 for 4 years social media and Internet usage. Every booking is different. Our main goal is to get you fairly compensated for your work.

You will always be told in advance what the agreement with the client is concerning both the session and usage fees.

Reimbursements to you, for example for parking fees or money you paid for gas are not subject to agency commission fees.

For most bookings you will be part of a collaborative creative team make up of photographers, other models and actors, makeup artists, producers, creative directors, grips, and support staff. All of these people are being paid for their time on the set. This means it is very important to arrive on time or a bit early to the set. Late arrivals can cost the client who is paying for the production 1,000s of dollars.

We are always available to discuss any issues or concerns you may have with any particular booking. We are here to help you make money in a professional way. Questions do not bother us, they are welcomed. The more communication the better.

The Agency uses an online database which includes, among other items, your name, address, phone number, and body measurements. Although this data is private, we do not guarantee or make any indications that your data is “hack proof” and cannot be accessed by unauthorized persons. Initial here:

Fast communications are the lifeblood of a modern agency in the digital age. You must check your email and text messages multi times during the day, and respond to us immediately when necessary or asked.

Many clients use model releases that you may be asked to sign either before the booking, at the booking, or even after the booking. You getting the booking and receiving payment are, many times, dependent on you agreeing to these releases. The Agency does not give legal advice. You are responsible for reviewing the releases and either sign, change in some way, or not sign the model release. Initial here:

By signing below you are giving the Agency explicit permission to use any and all images, including still and video, you provide the Agency of yourself or your child for Agency promotional and/or marketing purposes.

The Agency works tirelessly to promote you to our clients. We expect the same from you. Bookings, in our area, taken without our knowledge are not acceptable to us. If you have any questions about a particular booking, contact your booker in advance to avoid any problems.

[Available educational resources for adults as required by California law](#)

[Click here for eating disorder information](#)

[Click here for sexual harassment from the Department of Fair Employment and Housing PDF summary](#)

[Click here for the sexual harassment certificate training from the DFEH](#)

Printed Name _____

Signature _____ Date _____

If under 18 years of age

Name of minor _____

[Click here for to register for a Entertainment Work Permit for Minors](#)

[Click here for sexual harassment from the Department of Fair Employment and Housing PDF summary](#)

[Click here for the sexual harassment certificate training from the DFEH](#)