

MEDIA PRODUCTION PROPOSAL

DOCUMENT INTRODUCTION

- This PDF outlines a partnership with BAMFAM Films, LLC, and includes the following:
 - Project Scope
 - Budget
 - Terms and Conditions

EXHIBIT A

Project Scope

OVERVIEW AND DELIVERABLES

- Commercial Videography
 - Final delivery consists of a fully edited promo video of Harding University's Music Department; facets include:
 - Graphics with facts about the program, interviews, background music, cinematic BROLL of events, and more.
 - Estimated delivery timeline:
 - October 20-31, 2025

EXHIBIT B

Budget

PAYMENT STRUCTURE

- 30% deposit to be requested upon signing (\$1,245).
- Invoice for remaining balance to be issued after final delivery. Payment will be due within two weeks of issuance.

BUDGET

- Budget Cap:
 - \$4,500
- Balance Already Paid:
 - \$350
- Your final invoice will not exceed the amount above unless extraordinary or unusual circumstances occur, in which case, we will clearly communicate a budget revision request.
- Budget allocation includes:
 - Preproduction and scripting time
 - An award-winning cinematographer
 - An experienced video editor and graphics designer
 - A dedicated color grading artist to finetune a perfect look
 - A lighting technician with decades of experience
 - Equipment costs
 - Professional 4k cinema camera, video monitor, high speed cards, etc.
 - Software and systems expenses
 - Our editor uses gold standard software (Davinci Studio)
 - Cinema footage is expensive to store; we use massive drives to keep your footage backed up and safe
 - Contingency fund for unexpected costs

MEDIA PRODUCTION CONTRACT

1. OVERVIEW

- 1.1. This agreement (“Contract”) is between the undersigned (“Partner”) and BAMFAM Films (“Studio”), for a media production project (“Project”).
- 1.2. Upon signing by the above parties, Contract shall be legally binding and enforceable under the laws of the United States.

2. COMMITMENTS

- 2.1. Studio commits to leveraging creativity, skills, and equipment to provide commercial media production services to Partner.
- 2.2. Partner commits to maintaining clear, quick communication, aiming to respond to communication within one to three business days.

3. SERVICES & DELIVERABLES

- 3.1. Scope of Work: Studio will execute agreed-upon content as outlined in Exhibit A (“Project Scope”).

4. INTELLECTUAL PROPERTY

- 4.1. Granting of License: Partner will receive content usage rights only after Project is completed and all payments are received. Studio grants Partner a non-exclusive, perpetual, worldwide license to use the final deliverables for commercial, promotional, or internal use.
- 4.2. Studio may use content for its own portfolio, promotional reels, website, or social media. Commercial use by Studio (such as reselling footage or licensing to third parties) requires written permission from Partner.

5. DISPUTE RESOLUTION

- 5.1. Any disputes arising from this Contract will first be resolved through mediation. If unresolved, the parties agree to arbitration through a legal representative.

6. COMPENSATION

- 6.1. Payments will be made according to Exhibit B (“Budget”).
- 6.2. In the event of cancellation, Partner agrees to compensate Studio for all completed work to date. The valuation of completed work will be determined in good faith by Studio and communicated to Partner.
- 6.3. Late Fees: A 5% late fee will be added for payments more than 15 days past due, accruing monthly.
- 6.4. If Partner reschedules a production date with less than 5 business days’ notice, Studio reserves the right to charge a rescheduling fee or recover non-refundable costs.

7. LIABILITY AND INDEMNITY

- 7.1. Indemnity: Both parties agree to indemnify and hold harmless the other from any claims, damages, or legal disputes that arise due to negligence, breach of contract, or failure to fulfill responsibilities under Contract.
- 7.2. Force Majeure: Neither party shall be held liable for failure to perform due to events beyond reasonable control (e.g., natural disasters, pandemics, acts of war).

8. TERM & TERMINATION

- 8.1. This contract shall begin on the date of signing and continue until final payment to Studio is completed.
- 8.2. Either party may terminate this agreement at any time by providing written notice (email is acceptable).
- 8.3. Breach of Contract: If either party fails to meet their responsibilities as outlined in this Contract, the other party reserves the right to terminate.

9. AMENDMENTS AND MODIFICATIONS

- 9.1. Written Modifications: Any changes or amendments to this Contract must be made in writing and signed by both Partner and Studio.

Partner Representative Signature:

Date of Signing:

Studio Representative Full Name:

Brinson Davenport

Studio Representative Signature:



Date of Signing:

August 12, 2025