

Crew Deal Memo

Indie / non-union crew engagement — 2026 standard

Agreement between the Production and a crew member for a single engagement. Fill in every field that applies; strike any that don't.

1. Production

PRODUCTION: _____
 PRODUCTION CO: _____
 PROJECT TYPE: _____
 PRODUCER: _____
 CONTACT: _____
 DATE: _____

2. Crew Member

NAME: _____
 ROLE: _____
 EMAIL / PHONE: _____
 ADDRESS (W-9): _____

3. Engagement & Rate

DAY RATE: \$_____ per ____-hour day
 WEEKLY RATE: \$_____ (if applicable)
 KIT FEE: \$_____ per day (if applicable)
 NO. OF DAYS: ____ shoot ____ prep ____ wrap
 TOTAL ESTIMATED: \$_____

4. Schedule

PRINCIPAL PHOTOGRAPHY: _____ to _____
 LOCATION(S): _____
 TYPICAL CALL: _____

5. Overtime (2026 non-union default)

HOURS 1-10: straight time HOURS 10-12: 1.5x
 HOURS 12+: 2x 6th/7th day: 1.5x / 2x

6. Meals

Lunch within 6 hrs of call. Meal penalty \$_____ per missed interval (industry standard \$20-50).

7. Pay Terms

METHOD: _____
 PAY DATE: within ____ days of wrap (standard: 14)

W-9 due before first day. 1099 contractor unless noted.

8. Credit, IP & Confidentiality

All work performed becomes the exclusive property of the Production. Crew member may use the work for their personal portfolio after the project's official release, and agrees not to disclose unreleased details (script, talent, on-set photos) before the Production's PR launch.

9. Signatures

PRODUCER : _____ DATE : _____

CREW MEMBER : _____ DATE : _____

Hiring through NeedaCrew? Every accepted booking auto-generates a free Work Agreement both sides sign in-app — no template needed. Post your project free at needacrew.com.