# Video Production Proposal

Prepared by the production house for the client. Signing the acceptance section turns this proposal into a binding order on the terms below.

PROPOSAL NO. | DATE | VALID UNTIL

## Prepared by

COMPANY | CONTACT PERSON

EMAIL | PHONE | GSTIN

## Prepared for

CLIENT ORGANISATION | ATTENTION OF

## Overview

We propose to produce the film described below, from script to final delivery, with a dedicated producer as your single point of contact.

CREATIVE BRIEF (MESSAGE, AUDIENCE, LENGTH, PLATFORMS)

## Scope of work

- Concept, script and storyboard
- Casting, locations and permissions
- Shoot with crew and equipment for the agreed days
- Edit, colour grade, sound design, music licensing and subtitles
- Deliverables in the formats listed, with two rounds of revisions

## Plan and timeline

| Phase | What you get | Typical time |
|---|---|---|
| Pre-production | Script, storyboard, casting | 1-2 weeks |
| Shoot | Shoot days | 1-3 days |
| Post-production | Edit, grade, sound | 2-3 weeks |

PROPOSED START | TARGET COMPLETION

## Investment

| PRODUCTION FEE (₹) | SHOOT DAYS | USAGE RIGHTS |
|---|---|---|
| | | |

Prices exclude GST unless stated. Invoices are payable within 15 days. Work beyond the scope above is quoted separately through a change order.

## Assumptions and exclusions

- Talent fees and usage beyond the period above are extra.
- Raw footage is archived for 6 months; delivery of raw files is quoted separately.
- Weather or location delays may need a reshoot day at agreed rates.

## Acceptance

By signing, the client accepts this proposal and authorises the production house to begin. Detailed terms (confidentiality, IP, liability) follow the production house's standard terms of service unless a separate contract is signed.

| BILLING NAME AND ADDRESS | CLIENT GSTIN |
|---|---|
| | |

| PO NO. (IF ANY) | SIGNATORY DESIGNATION |
|---|---|
| | |

| Client | | Production house | |
|---|---|---|---|
| SIGNATURE | | SIGNATURE | |
| | | | |
| PRINTED NAME | DATE | PRINTED NAME | DATE |
| | | | |