

DIGITAL REALM PRODUCTIONS PTY LTD TERMS AND CONDITIONS

For any work to commence, a quotation will be give to the client.

All quotations are estimates only.

Any variations or further elements not listed within a quote and not discussed as part of the original quotation will be billed as additional costs.

Any additional work will be charged at the standard rate unless prior mutual agreement is made.

The client is required to sign and return a copy of this quotation to Digital Realm Productions Pty Ltd together with a purchase order prior to any work commencing.

25% of the quoted costs of the work must be paid in advance prior to any work commencing.

An invoice will be provided to the client at the sign-off/approval stage and the balance of all costs (including that for any additional work) must be paid in full prior to the release of the final work.

Invoices will remain the responsibility of the client providing the purchase order. All invoices will be made payable to the provider of the purchase order and will not be split between separate parties.

All elements and materials deemed necessary by Digital Realm Productions to complete the required work will be supplied at no cost to Digital Realm Productions.

Digital Realm Productions is entitled to use the final work for showreel purposes and standard business promotion exercises after the work has been finalized/broadcast, etc.

At no time will Digital Realm Productions be liable for any damage suffered or incurred by the exhibition of the work privately or through transmission.

All care but no responsibility will be taken for the material supplied to Digital Realm Productions by the client or for the final work provided by Digital Realm Productions to the client.

Digital Realm Productions' computers are maintained to the highest standard and all care but no responsibility will be taken for data lost on computer.

On completion and final sign-off the job will be held for 7 (seven) days and then deleted from the system unless prior arrangement made by the client to hold for a specified time limit period.

Any materials supplied by the client to complete the work that are not claimed within 30 (thirty) days of completion of the job may be destroyed.

Finals of the job will be mastered to an archive reel but this will not guarantee that the job will be available in future circumstances.

These terms are final and all transactions will be according to these terms at all times.

