

Print Model Session/Reuse Form

Submit to your XR Talent Manager along with completed paperwork listed below.

Session Report
(Pay Session Fee)

Reuse Report
(Pay Reuse/Option)

BASIC INFORMATION			
Advertiser/Brand		Product	Date
Report Number	PO Number	Estimate Number	Job Number
Session City/State		Session Date	First Use Date
Print Asset ID#		Print Asset Title	

FEE DETAILS (PAYROLL TAXES ARE CALCULATED ON MODEL'S FEE ONLY. ALL MODEL PAYMENTS WILL BE SENT TO THE AGENT.)						
Line	Name of Model	Agent Name	Agent Email	Session Fee	Usage Fee	Agent Fee
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

Totals for This Page						
Grand Total Fees for This Page						
Comments						

IMPORTANT: To pay Session Fees, the following documents are required.

- Signed and Completed, Legible I9 and W4 or W9 (for Corps)
- Signed and Completed, Legible Performer Contracts
- WTPA for applicable states
- Minors Work Permits and Trust docs, if applicable

AUTHORIZATION		
Customer	Printed Name	Signature (Initial any additional pages)

FEE DETAILS (PAYROLL TAXES ARE CALCULATED ON MODEL'S FEE ONLY. ALL MODEL PAYMENTS WILL BE SENT TO THE AGENT.)

Line	Name of Model	Agent Name	Agent Email	Session Fee	Usage Fee	Agent Fee
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						
21.						
22.						
23.						
24.						
25.						
26.						
27.						
28.						
29.						
30.						

Totals for This Page				
Grand Total Fees for This Page				
Comments				