

EXHIBIT "C-4"

**UNIT PRODUCTION MANAGER, ASSISTANT DIRECTOR,
ASSOCIATE DIRECTOR –
WEEK-TO-WEEK OR DAILY DEAL MEMORANDUM**

This confirms our agreement to employ you on the project described as follows:

AD/UPM INFORMATION

Name: _____ SSN# (last 4 digits): _____

Loan-out: _____ FID#: _____

Address: _____ Tel.#: _____

Category:

- | | |
|--|---|
| <input type="checkbox"/> Unit Production Manager | <input type="checkbox"/> Additional Second Assistant Director |
| <input type="checkbox"/> First Assistant Director | <input type="checkbox"/> 2nd Second Assistant Director -
Location Manager (in NY/Chicago only) |
| <input type="checkbox"/> Key Second Assistant Director | <input type="checkbox"/> Associate Director (line cut) |
| <input type="checkbox"/> 2 nd Second Assistant Director | <input type="checkbox"/> Associate Director (no line cut) |

Start Date (on or about): _____

Guaranteed Period: _____ ☐ One Day ☐ Three Days ☐ One Week

Salary (U.S. Dollars): Studio: \$ _____ Distant Location: \$ _____
☐ per Day ☐ per 3 Days ☐ per Week, and shall be prorated thereafter.

Only if specifically hired for second unit or added scenes/retakes, check:

- ☐ Second Unit ☐ Added Scenes/Retakes

Other Conditions: _____

PROJECT INFORMATION

Series or Project Title:

Episode #: Episode/Segment Title:

Type of Production: ☐ Feature ☐ Multi-Camera Prime Time Dramatic
☐ Single-Camera ☐ Other Television
☐ High Budget SVOD Program (as defined in Sideletter No. 35 of the BA)

If High Budget SVOD Program, please also indicate:

Name of platform for which program is made:

Length of High Budget SVOD Program:

☐ 20-35 min ☐ 36-65 min ☐ 66-95 min ☐ 96 min or more

Location (choose one or both):

☐ Studio ☐ Distant Location (City/State or Country): _____

Budget for Basic Cable Dramatic Programming (check one):

30 minutes: ☐ < \$550,000 ☐ ≥ \$550,000 and ≤ \$937,660 ☐ > \$937,660

31-60 minutes:

<input type="checkbox"/> < \$1,200,000	<input type="checkbox"/> ≥ \$1,200,000 and ≤ \$1,493,500	<input type="checkbox"/> > \$1,493,500
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61-120 minutes: ☐ < \$2,750,000 ☐ ≥ \$2,750,000 and ≤ \$4,635,000 ☐ > \$4,635,000

This employment is subject to the provisions of the Directors Guild of America, Inc., Basic Agreement.

Accepted and Agreed:

Signatory Employer (Company Name): _____
(print)

Signatory Employer Representative Signature: _____

Date:

Employee Signature: _____ Date: _____