

## RADIO/TV/FILM DEPT. ADVANCED PROJECT CONTRACT

This is a contract between Radio-TV-Film and student or student organization. It is to ensure awareness of the facility needs for the timely completion of projects. The student or student group is to operate within the guidelines of RTF Equipment Checkout and the Non-Linear Scheduling Policy.

This contract is to be filled out in its completion by a student and signed by the project's Faculty/Staff advisor and the Director of Engineering two weeks before the project begins.

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Class or Organization: \_\_\_\_\_

Project Title: \_\_\_\_\_

Project Producer: \_\_\_\_\_

Project Director: \_\_\_\_\_

Requested Project Equipment: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Production Start Date: \_\_\_\_\_

Production End Date: \_\_\_\_\_

Project Editor: \_\_\_\_\_

Editing Room/System: \_\_\_\_\_

Post Start Date: \_\_\_\_\_

Post End Date: \_\_\_\_\_

Anticipated Project Completion: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

DE Signature: \_\_\_\_\_ Date: \_\_\_\_\_