



If you would like your child to join the Phoenix agency then here's what to do:

- 1) Read and complete the 'Notice of Interest in Joining Phoenix Kidz' form.
- 2) Return the form to the address as indicated.
- 3) Once we receive your form we will invite you and your child to attend a casting workshop/parents meeting where your child will be auditioned to see if we feel they have the potential for professional work. This workshop will focus on exploring your child's casting type, professional attitude and skills. At the same time we will have a copy of our contract and our Expectations and Responsibilities document for you to look through and will give you the opportunity to ask us any questions.
- 4) Your child will also have a headshot taken by our professional photographer, Stuart Miller. Stuart will be responsible for all the photographs on our website.
- 5) If, after the workshop/parents meeting, we feel confident that we could represent your child, we will send you an offer letter and a contract to read, sign and return.
- 6) If, after the workshop/parents meeting, we feel your child may not be ready for the pressures of professional work, we will notify you, but will keep his/her name on file and may invite them to apply again at a later date.
- 7) Once Phoenix Kidz agrees to represent your child and we receive your signed contract, you will be asked to pay the company a one-off non-refundable fee of £45 to cover set-up costs (including headshots, website portfolio and CV). A further £55 will be deducted from your child's first fee to complete the £100 joining fee. There will be no further payments applicable after joining.
- 8) Once your child is 'on our books' they are, effectively, ready to be submitted for professional castings/work as and when they arise.