

*Bonnie & Betty*

**ADULT**  
**DIVISION**  
**INFO PACK**

## INDEX

<u>TOPIC</u>	<u>PAGE(S)</u>
General Info	3
Updating Information & Images	4-5
Photography and Image Requirements	6
Spotlight	7
Availability Policy	8
Castings & Bookings	9
General Casting Tips & Information	10
General Shoot Tips	11
Self-Tape Tips	12-14
Zoom Casting Tips	15
Miscellaneous	16

## GENERAL INFO

Our adult division is sole rep for whichever types of work we represent you for. We do allow other agents for any other types of work we do not represent you for, for example if we are representing somebody for commercial work only, they are welcome to have another agency for acting, musical theatre, voiceover etc. If we are representing a young performer for ALL work, then you will be unable to have another agency, unless we agree not to submit you for this specific type of work e.g. musical theatre or voiceover, which tends to be more specific.

We represent selected Young Performers for all work, otherwise most adults are represented by us for commercial work only.

Please note we have both **South** and **North** divisions based in London and Manchester but do take on talent from all regions within 2hrs of either division base.

In regards to work shooting overseas, please only tick this box if you hold a valid passport to travel, with at least 6 months until the date of expiry. Please email an image of your passport showing at least 6 months until its expiry for us to hold on file. If your passport expires before a renewal is received, please ensure to notify us so we can update your file accordingly and are not submitting you for abroad assignments in the interim.

Obviously, for any abroad work, the client covers all transfers/accommodation/flights/per diems etc.

In terms of submissions, we will submit you for all types of work for which we represent you for if you match the criteria. We operate on this basis on Spotlight and do not facilitate the 'nudging' option. Rest assured if you match the brief for a type of project we rep you for, you will be submitted. If you come across a project not on Spotlight which is directly submitting, you are welcome to submit yourself accordingly and list us as your agency. Likewise, if you self sub for a type of work we don't currently represent you for, you are welcome to check with us if we would be able to act as your agent on that project so you don't have to do this alone. For example, if we represent an actor for commercial work only, they self sub for a film role and then the Casting Director wishes to see you but would like to go via an agency only or you would prefer to have an agency involved to organise contracts etc.

## **UPDATING INFORMATION AND IMAGES**

We cannot stress how important it is to keep the agency up to date with changes throughout the year. This includes measurements/sizes, allergies, contact details, skills/accents etc.

You should update your details via the 'Update' button when logged into your online profile.

To be accepted by our system, 'Submit' must be clicked at the end of the form (you cannot leave the form and come back to it later).

You will also find an image update tool in your log in area for you to submit current, professional headshots for us to consider using on your website/card. You can upload up to 30 images at a time. These then go straight into our approval queue, please allow 15 working days for us to process them. If we do not end up using these on site, they will be stored in your internal folder for clients to peruse when they request additional shots. Ideally images should always be the same on both your agency profile and Spotlight.

### **Skills**

Having as many skills listed as possible will increase the number of briefs that you can potentially match, however, of course please only add these if they are appropriate and the skill level is true to form! It is very important to add all relevant skills in the section where requested when you complete your online registration form and keep this up to date by checking and updating this regularly. Please include the skill level (beginner, intermediate, advanced) that you deem yourself to be. Please use the 'Notes' section of the skills table section to list any relevant training details or the grade/level that you have attained in that skill.

Concerning performance skills (comedy, voice over, dancing etc); we will need training details too. Please email these to [administrator@bonnieandbetty.com](mailto:administrator@bonnieandbetty.com) for us to add to your Spotlight profile (see Spotlight page in this Info Pack for further details on this).

If you do not have specific training in Comedy, but you consider yourself a natural, please note this next to the skill when adding to your online profile with a line or so of info on any relevant info (e.g. Good natural comedy bones, comedy roles within amateur performances).

We also need to know what accents you can do to a good standard (please note we are submitting you for jobs based on these, so only note any they are confident enough to cast with). Please note that we may request self-tapes to confirm these are good enough for us to submit for castings.

**Example List** - London\*, Cockney, RP, Standard American

\*Represents your native accent.

As with all the skills including music & dance, performance, accents, languages etc – you MUST ensure that everything added to your agency profile is completely in line with your Spotlight page. Everything must tally up. Once live with us, you will submit all updates via the agency profile and we will then sync these with your Spotlight page when we approve these. Please refrain from making any updates directly to Spotlight once live.

### **Keywords**

We have a range of keywords that we use on our system to match talent with relevant briefs. Please make sure that we are notified of any of the below that are relevant to yourself so that we can add the keyword to your profile:

Dancer – Pro/trained dancer (please make sure we have the relevant dance skills & levels listed)

EUpassport – Has EU passport (please email an image to [administrator@bonnieandbetty.com](mailto:administrator@bonnieandbetty.com))

Glasses – Glasses wearer; either just for long/short or permanent.

Halal – Will only eat Halal meat.

Jewish – Identify as Jewish.

LGBTQ+ - Identify as a member of the LGBTQ+ community.

Meat – Eats meat as part of diet.

Pescatarian – Only eats a Pescatarian diet.

Pregnant – Currently pregnant.

Vegan – Only eats a Vegan diet.

Vegetarian – Only eats a Vegetarian diet.

### **Copies of Work**

We chase most of our clients for copies of work, however if you directly track down any copies of work undertaken with us that you have done, for images please upload them via the image tool in your update profile section and for video or commercial work, please email to [administrator@bonnieandbetty.com](mailto:administrator@bonnieandbetty.com).

## **PHOTOGRAPHY AND IMAGE REQUIREMENTS**

We require standard professional headshots for use on your website, card and Spotlight profile. Please also include a full length shot (preferably professional, if not snapshot is better than none at all) for us to either use on your profile, or to save to an internal folder should a client request it. More and more clients are now requesting these. Please ensure we have a good range of headshots, including at least 1 serious, 1 neutral/soft smile and 1 smile showing teeth. Variety is key.

Professional headshots need to be updated every 1-2 years (or sooner to reflect any change in your look i.e., hair colour, drastic cut etc).

We can recommend the following photographers. Please contact them direct for info. They are based all over England.

- Adam Hills Photography
- Andy Brown Photography
- A P Wilding Photography
- CMR Photography
- David Myers Photography
- John Clark Photography
- Karen Scott Photography
- Kim Hardy Photography
- Lloyd James Photography
- Lumosia
- MAD Photography
- Michael Carlo
- Nick Brittain Photography
- North West London Headshots (15% discount offered for BOBE clients)
- Shoot Me Now
- The Headshot Box

## **SPOTLIGHT**

For those of you that have not heard of Spotlight, it is a professional casting directory for the entertainment industry. Founded in 1927, it has since become world-famous for its casting directories. Over 35,000 performers appear in Spotlight, including actors and actresses, child artists, presenters, dancers and stunt artists. The cutting-edge casting services unite casting directors with performers and their agents more quickly and easily than ever before. As the industry's leading casting resource, Spotlight is used by most TV, Film, Radio and Theatrical companies throughout the UK, and many worldwide. Clients range from large organisations such as the BBC, Sky and Channel 4 through to small production companies and individual casting directors. ALL professional actors are registered with Spotlight in order to get put forward for work by their agent.

The Spotlight Link is a subscription only service to agents and is only available to those agencies who have been approved as Spotlight registered. Once registered, briefs/breakdowns are sent to the agents for them to submit any suitable talent via the Spotlight website. We get around 40 jobs in a day from Spotlight, for both kids and adults, and around 75% of these will only allow us to submit directly through the Spotlight link and not with CV's via email, which means if you are not on Spotlight we have no way of submitting you.

Spotlight books are now open all year round and the subscription is for 12 months from the joining date online. The Spotlight fee for an adult (18+) is £172 inc VAT. There is also an option to pay this by monthly direct debit. Adults need to apply directly to Spotlight via the public joining page <https://www.spotlight.com/join-us> listing us as your agency. If you do not meet the joining criteria, please email [administrator@bonnieandbetty.com](mailto:administrator@bonnieandbetty.com) and we will be able to send a recommendation on your behalf.

If you are on our adult division but under 18 (16-17yrs) the Spotlight fee is £124 (Spotlight fee of £114 + our £10 admin fee) for the year and we will set up your account on your behalf once you have paid the fee.

**Please note, Spotlight offers a 50% discount to any performers with a registered disability.**

Once registered with Spotlight, you are viewable and searchable by the clients on the website as well as being able to be submitted for any Spotlight briefs for which they match the description. Please note this is for the entertainment industry rather than the modelling industry, so for adverts/acting work only.

As a member of Spotlight, you also have access to their regular newsletters which offer advice and tips as well as access to their many free workshop sessions and Spotlight Discounts, which are exclusive savings from high street retailers and on family days out, included as part of your Spotlight membership.

If you already have a Spotlight page we will be taking over, please just ensure all credits are up to date on there. If not, please provide us with any details of professional jobs in the below format so we can add these to Spotlight when we set the page up.

*Example below*

<b>Job Type</b>	<b>Job</b>	<b>Role</b>	<b>Year</b>	<b>Director/Production Co (If you know these)</b>
TV Commercial	Heinz	Son	2017	Dir: Joe Bloggs / Sassy

## **AVAILABILITY POLICY**

We require everyone to use the calendar on their website to 'book out' any dates which they are not available. We do not mind what the reason is; it could be anything, not necessarily a holiday. Sickness, appointment...if you would be unavailable for the majority of a particular date, you must book it out. We are otherwise submitting you to clients for various briefs that you may actually not be available for.

We experience various problems on a daily basis with people not being available for castings/jobs having not booked out. This causes lots of problems our end, mainly really annoying the clients when they have gone through such a lengthy process to choose their options to cast/pencil only to find they are not available. Please be mindful when you get a call/email for a casting/pencil etc, lots of work has already taken place behind the scenes, often various submission emails, phone calls, client meetings etc.

We are fully aware everybody leads very busy lifestyles...we do too! This is exactly why we make the system as easy as we possibly can. By making the commitment to join the agency, you are committing to the terms in which you have signed up to, including the rules regarding availability.

We will issue a note on your file for any casting/assignment we contact you for which you are unavailable. This is then taken into consideration at the time of renewal. If we find this is becoming a regular occurrence (more than 3 times during your 12mth contract), we do reserve the right to advise you we will need to remove you from our books. You will be notified in writing of this. Most of our artistes use the calendar religiously, so this policy keeps it fair for all and stops any repeat offenders from taking advantage.

### **How to Book Out**

Please see detailed instructions below explaining how to book out on your personal calendars.

Step-by-step guide:

1. Log onto your site using the login details provided at the start.
2. Click on the red 'manage' button under availability next to your name
3. Enter the dates you wish to book out (unavailable dates) into the boxes. If you are booking out more than one date make sure the box that says '*Same as start date*' is unticked. If just booking out individual dates, you can keep this box ticked and don't need to enter the end date as being the same as the start date. Once you have entered them in click 'Add'.
4. Please check they are showing in your 'Unavailability Dates' list so you know they have been successfully booked out and you can then log out of your page.

Please familiarise yourselves with these steps as you will need to do this for every date that you are unavailable. We cannot emphasise enough the importance of booking out. If you are having any issues, please do not hesitate to contact us.

## CASTINGS & BOOKINGS

It should be noted that all castings and assignments generally take place during weekdays, therefore if you work full time and are unable to attend castings and jobs at short notice, this is not viable.

Bonnie & Betty Agency do not deal with open call castings at all, which is when a client simply asks an agency to send along those of a certain age or criteria without seeing them first.

All of our castings are by appointment only. This means we have received a brief from our client and have then submitted any appropriate artistes to them. They have then spent time going through all the submissions they have received from the agency's they have sent their brief over to, and from there selected a number they would like to meet for their casting. Therefore, if you get a call from the agency to say you have a casting, this means you have been specifically requested by the client who likes the look of you from your model card and/or CV.

Castings are generally rather short notice, most of the time around 24hrs only. This means that you must be generally able and willing to commit to short notice appointments. These will 90% of the time take place in Central London or Manchester, depending on whether you have requested to be submitted for North or South division work, or indeed both.

When we send you for a casting you will receive full details (time, address, details of job etc) by email together with a 'Casting Tips' attachment which will give info on what to expect, what to take, how it is likely to work etc, so always read through this before a casting.

After a casting, the client does not go back to each agency with any feedback. We will not hear back at all if none of our artistes have been pencilled or confirmed, or we will get a call/email to ask to pencil those for the shoot dates who have been short-listed. Some shoots also have dates for wardrobe calls (to organise clothing for the shoot). With some jobs, normally acting ones, there will also be recalls. This is a second audition when those short-listed audition again in front of more people who then make a final decision from there.

If you are then confirmed for the shoot, we will forward all shoot info to you as soon as we get it (although this does not tend to be until the day before).

Many shoots involve very early starts and long days and can be very short notice. All candidates should be flexible, hardworking and professionally minded.

Photographic jobs will usually either be for a couple of hours, half days or full day bookings. TV/Film/commercial bookings are usually always full days.

It is EXTREMELY important that you keep the agency up to date with your current details and unavailability dates to ensure that we are putting you forward for ALL suitable assignments.

Please ensure you respond to any emails/messages we send you quickly and efficiently. Please try and check your emails at least once a day and always have your mobile phone on and within reach!

### **GENERAL CASTING TIPS & INFORMATION**

- ✓ Please flag to the agency immediately if you have changed appearance at all from your headshots on site – this is how the client is expecting you to turn up.
  
- ✓ Be prompt and allow plenty of time to find the venue, park (if applicable), sign in and get yourself organised! The casting time given by the agency will be the time that the client has requested to see you, so you must be waiting ready in the waiting area at this time. If the time stated is anytime between a particular period, then obviously you can arrive anytime between the times given, but not before or after. Try not to arrive too early, as the clients are generally seeing actors every 5 minutes or so and the casting studios are usually pretty small. If you are running late for whatever reason, please be sure to inform the agency BEFORE you are due to arrive, so we can make the client aware.
  
- ✓ If no clothing requirements have been provided, wear clean, plain, casual and comfortable clothing. Minimal make-up, jewellery and hair products, unless of course otherwise detailed in your casting email. Obviously if you are casting for a particular role, please take this into consideration when selecting appropriate attire e.g if this is a period role, it would be wise to not arrive looking overly modern.
  
- ✓ Please do not take along friends/family/kids/partners to a casting with you. If somebody is travelling with you, they should wait outside. If for instance you have to take a baby along with you because you are breastfeeding, please make sure this is known so we can check this is OK with the client.
  
- ✓ Feel free to ask the agency the fees for the job beforehand. Clients unfortunately never reimburse travel for castings nor pay initial casting fees for adults.
  
- ✓ Double check you are available for all dates you are attending the casting for e.g. recall/wardrobe/shoot dates. If not, please flag immediately. The client may or may not be able to work around this.
  
- ✓ Make sure you have our agency details to hand, as you will be asked to fill out a form on arrival to the casting, which will include providing your agent's contact details. Many forms may also ask for your measurements also, so it is a good idea to note these.

After the casting, the client will generally only get back to us if they wish to pencil, recall or book any of our actors, otherwise they typically will not get back to each agent with individual feedback on each person. Unfortunately, this often means that if you do not hear from the agency after the casting, then it's a no go.

Any other questions or queries, please feel free to contact the Agency.

## GENERAL SHOOT TIPS

- ✓ Be prompt and allow plenty of time to get to find the venue, park (if applicable), sign in and get organised! The call time given to you by the agency will generally be the time the client would like to start, so you should be ready to commence at this time. Arriving 15 minutes beforehand to settle in is perfect. Any earlier, and you should wait as the client may be shooting others at this time. If you foresee you may be running late, please contact the agency immediately and we will contact the client and make them aware of this.
- ✓ Ensure you are fully aware of the clothing requirements for the shoot. You may not be able to be used for the shoot if your clothing is not correct. For location/outdoor shoots, we would advise you take a warm jacket/coat.
- ✓ Please do not take along any family/friends etc, the studios are often small and cannot cater for additional bodies. They are also only insured for a certain number of people.
- ✓ We are interested in your feedback as to how you felt the shoot went, so please feel free to drop the agency a line after the job is complete.
- ✓ All shoot fees differ for each job, so always ensure you are fully aware of the fees before you do the job. Please just ask if unsure. Clients will usually only reimburse travel if outside a certain radius, this will be specified within your full shoot details. Please feel free to check if unsure.
- ✓ If you have been provided with a job record from the agency (generally for bookings paid by the hour), ensure this is taken along with you to be completed on the day by both yourself and the client and emailed back to the agency within 3 days, so that we can invoice the client efficiently.
- ✓ Food is usually provided by the client on a full day shoot. We will advise if not. Please ensure we are made aware of any dietary requirements. It is always advisable to take snacks and a drink along with you; together with any magazines/books etc to keep you busy whilst you are waiting around.
- ✓ If there are any problems at all before the shoot, please call the agency URGENTLY on the office number if within office hours, or on either the booker's mobile number or the client's contact number if you have been provided with this.
- ✓ An invoice is sent out to the client as soon as the job is complete. Please note, whilst our invoice terms are 30 days, lots of clients can differ up to 90 days. The agency will pay you within 10 working days of receiving cleared funds from the client.

## SELF TAPE TIPS & ADVICE

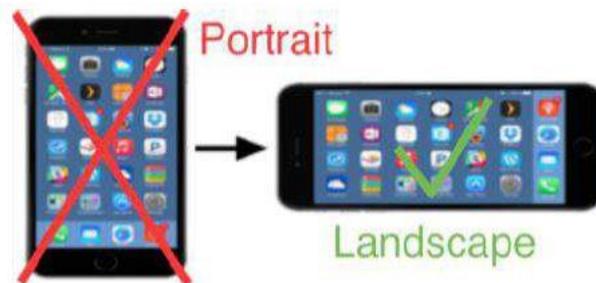
Please see below our general guidelines for self taping. Please always check any specific instructions within each self tape request, as these can sometimes conflict the standard advice. For every single point below, this is always UNLESS INSTRUCTED OTHERWISE. It's important you become familiar with all of the below before a self tape request comes in; these can often be short notice so it's best to practise all of this in advance.

A step by step video encompassing the below tips as well as an example ident & intro can be found here for you to watch and download. Note we shot this with a child for our kids division, but all tips remain the same for the adult division.

<https://www.dropbox.com/sh/g1fi69gcvphw3wr/AAAE41R36SRMWQm4XlhLpHWka?dl=0>

### SETTING

- Your self tape can be shot on any device including a phone, as long as it's clear.
- The room should be well lit (natural light works best if you don't have a ring light or similar). Do not record in front of a window!
- Where possible, please record against a plain wall/background, not with anything going on behind you/a busy wall, which is going to draw the eye away from your face. Most clients' ideal recommendation for a background colour is nothing too bright or dark, ideally it should be neutral e.g medium blue, grey, cream. White is fine but can sometimes wash out very fair skin depending on the light.
- Use a quiet room without background noise, which isn't a thoroughfare.
- ALWAYS record landscape, never portrait (phone tipped on side like a TV screen and not upright as you would normally use it).



- You should be well presented on camera. A plain casual top is generally best. Ladies - minimal/natural make-up and hair styling (unless of course the role indicates otherwise) is always best. Feel free to of course dress/style yourself according to the role, but there is no need to go overboard with this!

### TECHNIQUE

- The person being recorded should be centre of screen and shot around chest up. Not too close where you can only just see their shoulders and not too far away where you start to see their waist.
- Where to look... Being yourself (e.g ident/slate, introduction, talking about yourself etc) – TO camera (looking straight down the lens). Not being yourself (e.g. acting/in character) = OFF camera (looking just off camera). The perfect eye line for off camera is just left or right of the camera – same level (not higher, not lower). It's very important that eyes don't then flicker

to camera. It's also important you don't turn your face away from camera too much (see step by step video).

### IDENT/SLATE

- Unless otherwise indicated, you should always start a self tape casting with your ident/slate. Introduce yourself with your name, height and agency (some clients request location or indeed different things, so always check the specific instructions for that casting). Remember this is always TO camera.
- If the client asks for 'profiles' as part of the ident/slate this is where you need to turn their whole body to one side, then the other so the viewer can clearly see their left and right profiles. The following link is a great help, but this is also covered within our step by step video. <https://www.youtube.com/watch?v=1PyISjdwifg>
- If the client asks to see hands, ensure these are shown both sides, held up close to the sides of your face, around 2 seconds either side (see step by step video). Ensure hands and nails are clean.
- If the client asks for a full length body shot as part of the slate/ident, just either zoom out to get full body in or pan the camera down and back up the body (see step by step video).

### ACTING

- If you have script/sides to learn, it is obviously preferable that this is off book (learnt off by heart), not only for the performance but also to show your script learning skills. However, if this is not possible, it is advisable this is held up in the area where you are imagining the person you are speaking to and not seen in shot (perhaps by your reader or on a stand).
- If there are other characters within the script, please ensure you have a reader reading in off camera. They should not be seen on camera at any point. As they are likely to be much closer to camera than the actor, it's important they aren't speaking too loudly which will overpower the scene.
- There is no need for either the actor or the reader to read in any stage directions or other notes within the script – just your lines.
- Avoid an absent reader at all costs, which is where you leave a pause for the lines of the other person as opposed to somebody else reading them in. This makes the whole scene feel awkward and unrealistic. If you are unable to get a reader in the room, there are various apps you can use, or get a reader in on the phone/virtually. It's important if you do this there are no delays, as again this can spoil the whole momentum of the scene.
- Ideally, camera should be on a tripod so the reader can be just left or right of camera to enable you to interact with them, rather than an imaginary spot. Use the reader wisely. Interact with them both during your lines but also theirs. Think about facially responding (naturally!); don't just stand there blankly in between your lines; think about their lines just as much as your own.
- Too much movement is often unnecessary and distracting. Don't worry about the stage directions and trying to do the actions within these, these are generally there just to give context to the scene. No need for props.
- Bear in mind a self tape is generally pretty up close and personal, unless instructed otherwise, the client does not want to see big, over the top, exaggerated movements. The delivery of the lines is much more important.

### DELIVERY

- If you are asked to do a number of different scenes/takes and need to stitch/merge these together to send over as one video, your iPhone or android device will have the option already built in to do this in the video editor section very easily. If not, you can download various free apps on your phone to do this. If doing on a PC, we like to use <https://www.onlineconverter.com/merge-video>.
- Before you send anything over to us, please review it. Sounds obvious, but if you spot anything you aren't sure of or are not happy with (you're worried the camera work is too wobbly, the sound quality isn't great, the delivery of the sides is off etc), please re-do. If you are picking this up, the chances are so will everybody else.
- ALWAYS ensure your video is re-named correctly. This is VITAL. Not doing this or doing this incorrectly may very well result in your video not being viewed at all or being misplaced. Spending time doing a great self tape is completely irrelevant if it is not re-named correctly. If there is no specific instructions within the request email, as standard please rename your video with your full name and agency name e.g. John Smith – Bonnie and Betty. Full instructions are below if you are unsure how to do this.

### PC

1. Go to the video, right click and select 'Rename'

### iOS (Iphone/ipad)

1. Go to the App Store
2. Download 'Files' app
3. Go into photos and select file you wish to rename
4. Select 'save to files' and the option to save will then come up with the name of the video  
Click on the name of the video (this will be currently auto saved as something like 'IMG\_584' etc)
5. The box will then come up to allow you to rename this
6. Click 'Done'
7. Click 'Save'

### Android

1. Go to gallery and find video
2. Click on the top very right option (3 dots) and select 'Details'
3. Click 'Edit' and then click on the current name of the video (3850650606.mp4) and rename
4. Click 'Save'

This is a step by step video - <https://www.youtube.com/watch?v=LfJYELGeIBY>

- Please send all self tapes to us as per the request email. This will typically be via a Dropbox link we will provide, but not always so it's important you only submit this via the method you have been requested to. We cannot accept via other methods other than that indicated. If you have been provided with a Dropbox link, simply click the link to be taken to a Dropbox page where you will upload your video. You do not need a Dropbox account to be able to do this. There is no need to add a reference or job name at all, as this link will be for this specific job only. **Note: Each file or folder that you upload through dropbox.com must be 50 GB or smaller. For larger files or folders, use the desktop or mobile apps, which don't have a file size limit.**

## **GENERAL ZOOM CASTING TIPS & INFORMATION**

- ✓ Make sure you have downloaded the Zoom app and checked your camera and microphone before the meeting.
- ✓ Ensure you are on your preferred device and logged on 10 minutes just before your time slot to ensure you don't miss the start of the meeting. Where possible we would suggest using a laptop/PC rather than a mobile phone for better quality and interaction.
- ✓ Ensure the name is set as the person who is taking part in the zoom; so generally your full name if for yourself. The client won't let anybody into the room whose name they don't recognise, so 'Dad's Ipad' or 'baby495' won't suffice!
- ✓ Just like a live casting, Zoom has a waiting room, so please be mindful of this as you may have to wait to be let in. Please sit tight! Castings do often over run.
- ✓ Ensure you are in clean, plain, casual and comfortable clothing, unless otherwise requested. A clean face and clean and tidy hair, hands and nails are a must (unless specified, girls hair should be left brushed loose). No hair products, make-up or jewellery, unless otherwise requested.
- ✓ Please be seated at the audition (unless advised to stand), making sure that the meeting is taking place in a quiet, well lit room.
- ✓ When reading lines on the call, please ensure to follow the same rules as per the self tapes (eg, delivering lines with the eyeline directed an inch or so to the side of the camera).
- ✓ Feel free to ask the Agency the fees for the job beforehand if you so wish. Often we may not have this information at casting stage, but you are welcome to ask.
- ✓ Double check you are available for all dates given for the job you are attending the casting for.
- ✓ Make sure you have our Agency details to hand, as you may be asked on the call. Some clients may ask for your measurements also, so it is a very good idea to note these beforehand.

There is a video up on the Casting Director's Association's YouTube Channel on Zoom casting which is well worth a watch - <https://www.youtube.com/watch?v=VaoU4tDFe1E>

After the meeting, the client will generally only get back to us if they wish to book any of our artists, otherwise they do not get back to each agent with individual feedback, unless under special circumstances. Unfortunately, this means that if you do not hear from the Agency after the casting, then unfortunately the client has not been back in touch in regard to yourself.

Any other questions or queries, please feel free to contact the Agency.

## MISCELLANEOUS

### **Mailing List**

Upon joining, we will add your email address to our agency mailing list. Throughout the year, we use this mailing list to inform you of general office info/news. We also use our mailing lists if we are casting for a very specific role which we are struggling to cast, in case anybody has any other children/friends/family that may be able to help, so please feel free to forward those out to others who may be able to help.

### **Family Division**

We have a real families division, which clients often request from when they are casting for real families for various projects, including photographic work, commercials, TV/film. If you are interested in applying as a couple/family, please email [bonnie@bonnieandbetty.com](mailto:bonnie@bonnieandbetty.com)

### **Social Media**

We try to keep our social media updated constantly...please follow us!

<https://twitter.com/bonnieandbetty1>

<https://www.instagram.com/bonnieandbetty/>

The Casting Director's Association YouTube channel is well worth a visit – there is a huge array of step by step guides, Q&A's with some top Casting Director's as well as specific conversations relating to topics such as showreels, self taping, zoom casting, photography casting, screen casting, stage casting and much more. Check it out! <https://www.youtube.com/channel/UCVEDx3T6K2b-H9bUBkOBDkw/videos>