

Bonnie & Betty #teambobe



ONLINE PROFILE MANUAL

To register your child(ren) to our casting division, please click the joining link within the email we sent you. EP emails often go into spam/junk – please ensure if this happens, you select as ‘not junk’ to ensure you mailbox doesn’t continue to deliver them to this folder.

You will be requested to download the PingID app which is an extra layer of security for verifying your login – please download this.

You will be directed to the Entertainment Partners (EP) home page. From here please click “Register Now”.

Enter your email address to begin the application (please note, if you are registering more than one child, you will need a different email address for each). Please enter your child’s name on the application, not your own.

You will then be directed to the Artist Application page.

A screenshot of the 'Artist Application' page. At the top left is the Bonnie & Betty #teambobe logo. At the top right is the word 'Inbox' followed by a redacted area. The main heading is 'Artist Application' with the subtext 'Welcome to the first step in the Bonnie & Betty application process.' Below this is a 'Personal' section. On the left, there is a welcome message with two yellow stars: 'Welcome to the Bonnie & Betty application process.' Below this, it says 'Bonnie and Betty Casting division is completely separate from the rest of the Agency and other divisions,'. On the right, there are two compulsory fields: '* Child's first name' with a text box containing 'First legal name as on your identification', and '* Child's surname' with a text box containing 'Last legal name as on your identification'.

Please complete ALL compulsory fields.

As most of this form is self-explanatory, we have only provided guidance notes for the areas you may be unsure of.

Disabilities: Please enter any physical disabilities relevant for you child. There is no need to enter any neurodevelopment disabilities here.

Contact: Please ensure you provide contact details for the Parent (not the child).

Resident Address of Child: Enter door number/ House Name and street name.

Postcode: Please click Save once you enter postcode.

Local Council: Please **ONLY** select your Local Authority where you permanently reside (NOT where your child goes to school if this is different). If you are unsure what this is, you can search your child's home postcode on this website: <https://www.gov.uk/find-local-council>

Wardrobe

Please complete all fields marked *

Shoe Size: You will notice the options are universal so please do not worry about specifying whether infant/adult size, just select from the drop down (e.g for Adults size 6 or Infant size 6, please just select 6).

Appearance

Please complete all fields marked *

Ethnic Origin: Please select ALL that apply (e.g. if Mum is from China and Dad is from Ghana, select both China and Ghana from the dropdowns).

Ethnic Look: Please select all that apply for your child's appearance.

Experience

Bio: LEAVE BLANK

Photographs

Please upload 1 full length shot and 1 head and shoulders shot. You may need to crop these if they are too big. There will be an option to upload more images after this initial registration. Further instructions are further on in this manual.

How did you hear about us: Please select "I was invited" from the dropdown menu.

Once everything has been completed on this page, please ensure you have read and understood the T&C and then tick the box and click Submit.

You will then be directed a new page which is your child's online profile. We will require more information on this section so please ensure you continue to follow the steps in this manual.

From the homepage, you will see a banner at the very top that looks like this:



Please select your child's profile and follow these instructions.

Under your child's main image you will see their availability calendar.

[View full booking schedule](#) to see all booking related activity across all projects.

< March 2025 >

					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Please keep the calendar up to date with your latest availability.

This is where you will book out any days that your child is unavailable. To book out, simply click “Update calendar availability” and the follow pop up will appear

Update calendar availability ✕

I am

Available **Not available** Not sure *(clear calendar)*

every

Mon Tue Wed Thu Fri Sat Sun

between

from DD/MM/YYYY to DD/MM/YYYY

Please ONLY book out dates your child is UNAVAILABLE. There is no need to mark any dates as ‘available’. Any dates you are not marked as unavailable, we will by default assume you are fully available (please refer to page 13 of the info pack for our full availability policy).

To book out, select ‘not available’ and the date(s) and then in the days of the week section, you need to enter the day of the week this falls on to be able to apply. If you are booking out an individual day, you would just select the same date in the from and to box and then the day of the week this date falls on. If booking out a period, you would enter the from and to dates and then all the days of the week this applies to within that period.

Again, as most of this section is self-explanatory, we have only provided guidance notes for the areas you may be unsure of.

Key Information

Do you have a vehicle?: This question is in relation to jobs shooting in remote locations which are not served by public transport. Please only select yes if your household owns a vehicle and would be able to drive your child to a remote location if required.

Counties you are available in: Please select ALL counties you would be willing to travel to for jobs shooting within this area. You must be happy to base yourself here at your own cost.

Parent/Guardian Contact Information

Please ensure your correct email address and contact number are entered here. Please also enter the name and number of an additional emergency contact.

Appearance

Please enter further measurements in Inches – Head, Collar, Chest, Waist & Inside leg

Measurement lock: For internal use only

Piercings: If applicable

Casting Information

Skills: This is a very important part of your child's online profile as having as many skills listed as possible maximises your child's potential for work. Obviously, please don't list something that your child cannot do!

If a skill isn't added, we will assume they cannot do it, and they will not be submitted for briefs that specify it. For example, for a commercial where there is a swimming pool scene and they request children who can swim, we would only submit children who have 'swimming' listed as a skill.

Please note these 'skills' are age-relevant, so even if your child is learning, please still list the skill on their profile.

Please select all relevant skills from the categorised dropdown.

Skills

Please add all that apply...

AGENCY SKILLS LIST

Here is the full categorised list of available skills to add to your child's profile

MUSIC

Beatboxing

Rapping

Singing

DANCING

Acro

Bhangra

Commercial

Irish

African

Body Popping

Contemporary

Jazz

Latin

Breakdancing

Disco

Krumping

Ballroom

Caribbean

Freestyle

Latin American

Ballet

Cheerleading

Hip Hop

Line

Popping & Locking	Lyrical Modern	Pointe Street	Street Jazz Tap
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PERFORMANCE

Aerial	Juggling	Puppetry	Static Trapeze
Aerial Hammock	Magic	Silks	Ventriloquism
Aerial Hoop	Majorette	Spoken Word	
Stage Combat	Musical Theatre	Stand Up Comedy	

INSTRUMENT

African Drums	Double Bass	Japanese Taiko	Saxophone
Accordion	Drums	Drums Keyboard	Steel Pan/Drums
Banjo	Electric Guitar	Mandolin	Trombone
Bass Guitar	Flute	Oboe	Trumpet
Bassoon	French Horn	Organ	Tuba
Bongo Drums	Guitar	Piano	Ukulele
Cello	Harmonica	Recorder	Viola
Clarinet	Harp		Violin

SPORT

Archery	Cycling	Hockey	Pilates
Athletics	Darts	Horse Jumping	Pool
Badminton	Diablo	Horse Riding	Roller Blading
Baseball	Diving	Hula Hooping	Roller Skating
Basketball	Dressage	Ice Hockey	Rounders
Baton Twirling	Fencing	Ice Skating	Rowing
BMX	Fishing	Kayaking	Rugby
Racing/Stunts	Football	Lacrosse	Running
Body Boarding	Free Running	Netball	Sailing
Canoeing	Golf	Paddle Boarding	Scuba Diving
Cricket	Gymnastics	Parkour	Skateboarding

Skiing

Surfing

Tennis

Water Polo

Snooker

Swimming

Trampolining

Water Skiing

Snowboarding

Table Tennis

Volleyball

Yoga

Squash

Tag Rugby

Wakeboarding

MARTIAL ARTS

Aikido

Jiu Jitsu

Kick Boxing

Taekwondo

Boxing

Judo

Kung Fu

Thai Boxing

Capoeira

Karate

Muay Thai

Wing Chun

OTHER

Cooking/Baking

Driving

Makaton

Accents: You will see an option to add accents – Please list your child’s native accent and select “Advanced” level from the dropdown. If your child is able to do any additional accents to a high standard, please also enter here and select “Basic” level from the dropdown. Please be aware that your child will be considered for roles requiring these accents, so only include them if you're confident they can perform them perfectly.

Languages: Please select you child’s native language from the dropdown and choose “Advanced”. You can also enter any additional languages and select the relevant skill level. Advanced relates to fluent.

Child’s Payment Information

Bank Account: Please pay attention to the notes in this section indicating that this **MUST** be a bank account in the child’s name.

National Insurance Number: Enter if applicable for child of relevant age.

Child’s ID Documents

Please now upload all relevant documents for you child here - Birth certificate, Part 2 form & Part 3 form (if you are waiting to have this completed by their headteacher, please just upload it at a later date). These documents contain the full instructions for completion. We require these documents for licensing purposes so please prioritise getting these completed asap.

To be considered for jobs shooting overseas, please upload your child’s Passport here too.

Passport number: If uploading copy of passport, please also enter passport number here.

Visas: LEAVE BLANK

Right to Work: For internal use only

Historic Passport Scans: LEAVE BLANK

Photographs

Here you will have the option to upload more images of your child.

Details Photographs

Photographs

Current Look Photos

Use these slots to upload recent, clear images of the front and side of your face, and the back of your head. Try to keep these slots updated, especially if we have requested recent photos or a selfie!

Upload from device	Upload from device	Upload from device
Face Front	Face Side	Back of Head

There are full details of our image requirements on pages 7-9 of the info pack. But we have also included some good examples of the kind of shots we require below (Front on, full length, half body and profile).

Front on:



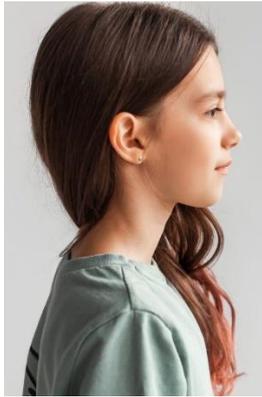
Full-Length:



Half Body:



Profile:



Please also include images showing any variations of hair, particularly for afro hair:



If your child wears glasses, please also include images with glasses on and without (only if they would be able to work without).

If you have any questions or issues with completing your child's profile, please contact us at administrator@bonnieandbetty.com and we will be happy to assist you.