

TRVN HUNG

| CLIENT'S INFORMATION | | SHOOT INFORMATION | |
|----------------------|--|---|--|
| Name: | | | |
| Telephone Number: | | Creative Team: | |
| Email Address: | | | |
| Street Address: | | Location of shoot: (Location/Studio) | |
| Portfolio/Website: | | Date of Shoot: | |
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| ITEMS TO BE LOANED | | | | | |
|--------------------|------|------|-----|----------|--|
| Name | Item | Link | No. | Duration | |
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Internal Office Checks

| SHIPPING | | COMPENSATION | |
|---|--|---|---------|
| Outward P&P Costs: | | Total amount owed: | |
| Date to be shipped out: | | Min. number of images required: | |
| Date of return (Send package before this date) | | Image deadline: (Guideline) | |
| | | Usage permission: See terms on next page | A/B/C/D |
| | | | |

TRAN HUNG

Section 1 : Pull Sheet

In the event that garments made by Tran Hung (designer) are lent and are in the care of an outside party (clients), a legal agreement is created in which the following applies:

Images/Media

- The designer must be acknowledged/linked as the designer of the item(s) where crediting applies. (Designer:)
 - <https://www.instagram.com/tranhungofficial/>
 - <https://www.facebook.com/TRANHUNGOFFICIAL>
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- A credit list must be sent to the designer so that they can properly credit the rest of the team.

Section 2 : Compensation (TFP/Rental)

Depending on the assignment we reserve the right to charge a rental fee. We will advise if this applies to you.

- Full payment must be received before any items can be posted/picked up.
- A minimum of four images from the shoot must be sent to the designer.
- Images must be exchanged in a timely manner.
- The client/photographer must indicate which of the following usage permissions apply for the designer for this shoot:
 - A. Sharing on all social media outlets: Facebook, Instagram, Twitter, Pinterest.
 - B. Uploading to websites: Portfolios, collections, lookbooks, galleries, archives.
 - C. Printing of free promotional media: Postcards, business cards, flyers.
 - D. Magazine/media submission: Magazines, interviews etc. for both print and online.

Section 3: Care

- The items must not be sublet, resold or handed onto unauthorised third parties.
- Items must not be used outside of the mentioned shoot(s).
 - E.g. cannot be worn to parties/events/other occasions outside what was agreed.
- Items must be treated with care and worn correctly, please ask if unsure.
- If the items must be put on over the head after makeup is applied, a scarf/towel must be used to cover the models face to prevent the makeup from marking the items.
- Lingerie must be worn with a nude underwear/thong underneath for hygiene reasons.
- Closed front corsets must be returned unlaced.
- Please do not:
 - Apply fake tan, baby oil or an equivalent before or whilst wearing the items as this can cause stains, marks and/or damage to the fabric.
 - Eat or drink whilst in, or near the items to prevent spills and accidents.
 - Smoke near or in the garments.

Section 4 : Damage

- The client commits his/herself to returning the items in the same condition in which they were loaned.
- If damage occurs, the client must:
 - Let the designer know immediately.
 - Not try to fix/hide the damage as this can make the situation worse.
 - Accept and pay all compensation costs.
 - This cost will depend on the amount of damage caused, from a small cleaning fee, to the full value of the items damaged.
 - The designer - upon the return of the items - will evaluate this amount.

TRVN HUNG

- Damage can include - but is not limited to - broken stitches, staining, rips, tears or any other damage that can alter the item.

Section 5 : Shipping

- The client must pay all postage costs.
 - This cost includes: insurance, tracking and a required signature.
 - The same options must be applied when these items are sent back.
- Items must be repacked in the same way in which they were received so as to protect the garments whilst in transit.
 - If the garments are not packaged properly this can cause damage.
- When sending the items back to the designer, a tracking code must be sent immediately.
- Items must be returned to the designer by the date agreed.
 - If the items are not returned within the time agreed, with no reasonable reason is given as to the delay, then the client will incur overdue charges £10 for every day late.
 - If the items are not returned within 30 days of receiving, and no proof of postage is provided in which to claim it is the fault of the postage system, then the responsibility of paying the total value of compensation falls on the client.

Section 6 : General terms of the Loan

- If the items do not get used in the intended shoot/event, we cannot accept refunds.
- To double check that you have read this agreement fully, please email the designer with the word 'pineapple' as confirmation.
- Please double check that the garments are the right size for the model, we cannot be held responsible/cannot accept refunds if the garments do not fit the model.
 - If you have any questions about sizing please contact us.

By paying the amount owed, as mentioned above, either in the form of a rental fee or covering postage costs, the client declares that they understand and agree with the terms and conditions of this loan as detailed in this loan agreement form.

Thank you for reading, we really appreciate you taking the time to understand all the information included in this document.