



## Death On Demand “Suspects” – Actor’s Terms and Conditions

### CASTINGS

#### *What we expect from you:*

At periodic points during the year, the actors will be sent a ‘Doodle’ form to complete containing forthcoming Murder Mystery bookings. Actors will be required to complete the form to indicate their availability for forthcoming events. Failure to do this means actors may not be cast.

If actors have been cast for a specific date, please honour that commitment.

We understand that personal circumstances change, but if actors regularly turn down castings, we are likely to stop offering events. If an actor is offered a casting and finds that he/she cannot participate after all please notify us IMMEDIATELY.

All relevant mobile phone numbers will be made available to all cast members and these must be stored on the actor’s mobile phone (or at least be made available) for emergencies. This is specifically important with regards to having contact details for all the people an actor is working with on that particular night.

#### *What you should expect from us:*

Details of any additional Murder Mystery bookings that occur after a Doodle form has been sent for a specific period, will be sent via email to all registered Actors in order for them to respond with their availability.

Death On Demand will inform actors of their casting at least a month before each Murder Mystery event.\* This will include script, character, and location of the event.

Whenever possible, read-throughs will be organised before a new script or a new cast. This will be conducted either in person or via an online session (via Zoom or an equivalent platform).

A lead cast member will be allocated for each event. This will be Clare Cluer wherever possible, but if she is not at an event, an alternative lead cast member will be allocated. This is the person whom you address any issues or questions (it does not relate to the importance or size of the character or role).

\*The exception to this is on the rare occasion where a booking is made with less than a month’s notice. Details and casting will be sent out as quickly as possible.

### EVENTS

Actors are required to be at an event at least 30 to 45 minutes before the start. As most events commence at 7.30pm, actors should arrive by 7pm at the latest. Should actors experience a problem, then please contact the lead cast member for that event without delay.



## **CLIENTS**

Should there be an issue with the client, an employee of the client, the client's facilities or another actor, inform the lead cast member without delay. This person is the ONLY person authorised to deal with issues.

## **EXPENSES AND FEES**

Most Murder Mystery events will take place within a maximum of 90 minutes drive from South Wales. (Company postcode as the main location of comparison). Any Murder Mystery events that take place further away may already have been booked with the agreement of a small increase to actor's fees due to distance. No expenses can be paid to actors on top of this fee. We recommend car sharing when possible, and alternating your designated driver. Actors accepting a lift to an event from another actor/organiser, should offer to help cover the driver's expenses.

The flat fee for an actor per Murder Mystery event will be disclosed upon successful application with Death On Demand. Each Actor will be contracted on a self-employed basis. It is the actor's responsibility to declare this payment for tax reasons. Death On demand will not be removing tax prior to sending payment.

Actors will be required to send a monthly invoice (when events have been worked) to [deathondemandmm@gmail.com](mailto:deathondemandmm@gmail.com) confirming their involvement. As long as an invoice has been received by Death On Demand, payment will be paid to actors within 14 days of Death On Demand receiving payment from the venue.

Actors will have Equity personal public liability insurance, or Actors will take out their own personal public liability insurance prior to working a Murder Mystery event. Proof of insurance will need to be required prior to your first event, upon accepting the role. You will not be covered by Death On Demand's insurance. If you wish to discuss this aspect further, please contact Clare Cluer on [deathondemandmm@gmail.com](mailto:deathondemandmm@gmail.com).

## **ACCOMMODATION**

Accommodation obtained by an actor is at the actor's own expense.

## **COSTUMES**

It is the actor's responsibility to dress in a costume appropriate to the part they are playing. The majority of scripts require 'smart' or 'formal' attire, although specific eras or costume guidance will be specified in the script, and we would encourage you to dress accordingly if possible. A dinner suit or formal dress is vital for the majority of roles. Please do not wear fancy dress style costumes. We would rather subtle costumes than over the top. If you are unsure of what you should wear, contact Clare Cluer to discuss your options.

We do not expect you to hire costumes. If an actor hires a costume, no reimbursement will be made.



## **PROFESSIONALISM**

**Actors must remain in character at all times until the event is completed.**

An actor will behave in a professional manner at all times when at a client's premises. Any actor found to be under the influence of drugs or alcohol, or who behaves in a manner detrimental to Death On Demand during an event, will be asked to leave the client's establishment immediately, and will not be cast for any future event.

At some events there may be free drink, or the guests may offer to buy the actor drinks, this is not to be accepted. The lead cast member for that event may allow this if in his/her opinion to refuse the hospitality may appear to be rude, but a soft drink must be requested.

## **COVID-19**

All actors will be provided with face shields by Death On Demand to use during events taking place during Covid-19 restrictions. It is the actor's responsibility to look after and disinfect their own shield. After receiving the shield, it is the actor's responsibility to bring it to each event. Failure to do so may result in the actor being turned away from a venue.

Death On Demand will provide additional sanitising hand gel for all events (in addition to any that location might already provide).

Death On Demand will ensure that social distancing can be achieved between guests and cast members.

For the safety of yourself, your fellow cast members, our clients and their customers, we insist that you download the NHS Covid-19 Tracker app and ensure you check in to the location upon arrival.

If at any point before an event you believe you are experiencing any Covid-19 symptoms, please get in touch with your lead cast member immediately. It is most likely that you will be asked to not attend the event.

The main symptoms of coronavirus (COVID-19) are:

- a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

To protect others, do not go to places like a GP surgery, pharmacy or hospital if you have any of these symptoms. Get a test to check if you have coronavirus and stay at home until you get your result. Please keep Death On Demand informed of the result of the test.



#### **MISCELLANEOUS**

Information provided by Death On Demand is confidential and no actor may share any such information with any client or competitor.

The digital signing (by ticking the relevant "I confirm" box) of the Death On Demand Suspect Application Form by the actor confirms that the actor has read, understood and agrees with these Terms and Conditions and, once signed, the Terms and Conditions are binding upon the actor.

Death On Demand reserves the right to make reasonable change these Terms and Conditions without notice and consultation. Any changes will be notified to all actors.