

Letter of Understanding

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Letter of Understanding for Documentary Filmmaking

Dear [Recipient's Name],

This letter serves as a formal understanding between [Your Production Company Name], herein referred to as "Producer," and [Recipient's Organization/Individual Name], herein referred to as "Participant," regarding the documentary film titled "[Documentary Title]."

Scope of Collaboration:

- The Participant agrees to provide access to [specific locations, interviews, or events] for the purpose of filming.
- The Producer will cover all costs associated with the filming, including [list any relevant costs, e.g., travel, equipment].

Rights and Usage:

- All footage captured during the documentary will remain the property of the Producer.
- The Participant grants permission for the Producer to use their likeness and statements in the film.

Confidentiality:

Both parties agree to maintain confidentiality regarding sensitive information exchanged during this collaboration.

Signatures:

By signing below, both parties acknowledge and agree to the terms outlined in this letter.

[Your Name] - Producer

[Recipient's Name] - Participant

Thank you for your collaboration.

Sincerely,

[Your Name]

[Your Title]

[Your Production Company]

[Your Contact Information]