

Talent Checklist

Welcome to Fairy Forest Agency! Please complete the followings:

1. Scan (or take a picture of) the signed contract and send it to your agent's email address and add info@fairyforestagency.com to CC. Include the mailing address in the email to receive checks from the agency, as well as the talent's contact information and emergency contact information.
2. Send the signed contract to 6715 Hollywood Blvd. #284, Los Angeles, CA 90028 by mail. Once it is mailed, please let the agent know that the contract has been mailed to the office. Talents will be notified by email when the contract has been received and whether it is valid or not.
3. Use "All-in-One Package" and submit Headshots, Resume, Reels, Social Media Account, IMDb and any materials related to the talents. <https://youtubeactor.com/4629> . In 3 days, agents ,talents, and marketing team will receive a professional resume, 3x marketing portfolios, talent's webpage, etc. to start working with the talents.
4. Log in to Casting Frontier. *If the talent does not already have a Casting Frontier account, please make a free account as soon as possible.* Add Fairy Forest Agency as a representation.
 1. Talent simply logs in to their profile, click "More Options".
 2. Locate the tab titled "Change Representation".
 3. Select Fairy Forest Agency and Theatrical department from the drop-down.
 4. Click "Save".
5. Any auditions/gigs talents book on their own, please notify the agent for schedule and negotiation purposes.

Keep your agent updated for any information:

- Phone Number
- Email Address
- Mailing Address
- Relocation

Keep your agent updated on the new looks:

- Haircut/Coloring
- Tattoo
- Weight Loss/Gain
- Piercings