

ACQUIRED FOOTAGE CUE SHEET

See reverse for
instructions.

PAGE _____ OF _____ ORIGINAL BROADCAST DATE _____ LENGTH _____

SERIES (if any) _____ PROGRAM # (if any) _____ PROGRAM TITLE _____

PRODUCTION ENTITY _____ CONTACT _____

TIME IN (from start of program)	DESCRIPTION OF WORK USED	LENGTH	SOURCE/ LICENSOR	FEE PAID	RIGHTS GRANTED
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Attach copies of all contracts and agreements. If you are maintaining "fair use", note this under 'RIGHTS GRANTED'.

INSTRUCTIONS:

TIME IN: The time from the beginning of the program.

DESCRIPTION: Give as much detail as is needed to identify the footage. If there is an archival reference # and/or coding, please note it.

LENGTH: The length of the acquired footage in minutes and seconds.

SOURCE/LICENSOR: The name of the source of the footage (e.g. CBS, Time-Life, etc.) or the entity licensing the footage to you.

FEE PAID: The amount paid for the license. If you are using an excerpt as “fair use”, please note this.

RIGHTS GRANTED: What rights were obtained under the license agreement. (e.g. PBS 6 in 4, Educational A/V, Foreign Broadcast, etc.)