

## Form for the submission of a video - ENGIE Videocenter

Submission form to be signed and addressed to the staff of the Mediacenter: [mediacenter.engie@mccann.com](mailto:mediacenter.engie@mccann.com) / +33 (0)1 47 59 36 36 / M STORIES - Mediacenter ENGIE - 69, bld Général Leclerc - 92583 CLICHY Cedex

### Information on the director and/or the agency responsible for producing the video

Name of the agency

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Contact of the agency responsible for the video

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Address

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Phone No.

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E-mail

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Surname and first name of the director

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Surname and first name of the composer  
(Original music)

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### Information on the ENGIE sponsor

Surname, First Name:

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Branch/Division/Department/Function:

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Address:

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Phone No.:

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E-mail:

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### Information on the video

Title of the video

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Date(s) recording

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Place(s) recording

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Format of shooting

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**Description of the shooting** (subject, sites, people filmed). Provide full information and/or attach any documents that can help with comprehension of the video (e.g. brief, press releases, transcription of interviews, etc.)

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**Technical information (check the appropriate boxes)**

Delivery media

Hard drive / USB key       Videocenter FTP server       Upload on the Videocenter website   
Other  : \_\_\_\_\_

**If necessary, you can upload your videos on the server mentioned below :**

M STORIES sharing site (for files under 4 Go)

<http://share.mstories.fr>

Username: VIDEOCENTER

Password: PV8HPVR6

**FTP server provided for submission :**

Hôte : share.mstories.fr

Username : videocenter

Mot de passe : PV8HPVR6

Upload in the folder DEPOT VIDEOS.

Files submitted:

French version       English version       international version       others: \_\_\_\_\_

Format

16/9 HD       16/9 non HD       4/3

Encoding

QuickTime codec Apple ProRes 422  
 QuickTime codec Apple ProRes 422 HQ  
 Others: \_\_\_\_\_

**Specifications submitted:**

For the sake of conservation and re use of video images, we hope that you submit the videos in **QuickTime format (. Mov) with the Apple ProRes 422 in HD size (1920x1080).**

If the deposit of the video is urgent, you may submit, at first, **H.264/MPEG-4 (.mp4)**. You can then send the video in QuickTime.

- Specifications of the QuickTime file :

The size must be at least 720x576 pixels (4:3, or 4:3 anamorphic) or **1024x576** (16:9), up to **1920x1080**.

The extension must be **.mov**

FPS: 25p

Audio codecs: uncompressed 16-bit PCM (Big endian)

Audio tracks: 1 track with 2 canals (stéréo)

Audio frequency: 48 kHz

Audio Bit Rate: 1,5 Mbit/s

Optional time codes track

- Specifications of the MPEG-4 file :

File format : MPEG-4

Video Codec : H264

Image size : 720x406

Aspect ratio : 16:9

FPS: 25p

Video Bit Rate: 1,45 Mbit/s

Audio Codec : AAC

Audio tracks: 1 track with 2 canals (stéréo)

Audio frequency: 44,1 kHz

Audio Bit Rate: 64 kbit/s

**RIGHTS NEGOTIATED (OBLIGATORY)**

**Author contract** (check the appropriate box):

- Framework contract
- Contract for ceding of the rights (*please attach a copy*)
- Otherwise, please complete the next part (*release form part 1*)

**Authorizations** (check the appropriate box):

- No authorization (report on an event, members of the Executive Committee, etc.)
- Authorizations given (attach a copy)
- Otherwise, please complete the next part (*release form part 2*)

**Music:**

- No music
- Music meter  
Acquired rights (territory and duration): \_\_\_\_\_
- Original music  
Acquired rights (territory and duration): \_\_\_\_\_

**Copyright :** \_\_\_\_\_

**RELEASE FORM**

**Part 1: Author rights** (check the appropriate box):

Duration of rights : \_\_\_\_\_

Geographical reach:  World     Other (*please specify*): \_\_\_\_\_

**List of uses acquired** (check the appropriate box)

- Broadcasting (radio & TV, digital, cable, satellite, VOD), unlimited numbers of TV shift, off purchase of advertising space.
- Distribution over an intranet computer network
- Distribution over an Internet computer network, web site, mobile Internet (e.g. WAP site, etc.)
- Distribution on social network websites, on video-sharing websites and on channels of video-sharing websites of the ENGIE group
- Digital media, and in particular CD-I, CD-ROM, CD Photo, DVD multimedia, Blu-Ray disk, video document, VHS, Beta, DV (except for commercial uses),
- Downloading to a portable digital player (e.g. podcast) and mobile,
- Mounting in any film intended for teachers, information operations, public relations, seminars, trade shows, conferences, and other events internal or external, including informational or promotional television,
- Reproduction of still images in editions of whatever purpose
- And in general, by any means, whether known or not yet known at the date of signature of the contract.

More information:

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**Part 2: Authorizations** (check the appropriate box)

**1/ GRANTING OF RIGHTS TO THE IMAGE OF THE PEOPLE (UNREMUNERATED):**  No authorization

Employees of the ENGIE group  Non-employees

Duration:  10 years  5 years  Other (please specify): \_\_\_\_\_

Geographical reach:  World  Other: \_\_\_\_\_

Acquired rights identical to author rights, otherwise, clarify the rights acquired: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**2/ GRANTING OF RIGHTS TO THE IMAGE OF THE EXTRAS, MODELS OR ACTORS:**  No authorization

Duration:  10 years  5 years  Other (please specify): \_\_\_\_\_

Geographical reach:  World  Other: \_\_\_\_\_

Acquired rights identical to author rights, otherwise, clarify the rights acquired: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**3/ GRANTING OF RIGHTS TO THE IMAGE OF SITE, ARCHITECT, PROPERTY, BRAND, EQUIPMENT:**  No authorization

Duration:  10 years  5 years  Other (please specify): \_\_\_\_\_

Geographical reach:  World  Other: \_\_\_\_\_

Acquired rights identical to author rights, otherwise, clarify the rights acquired: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***I hereby certify the accuracy and completeness of the information provided in this present document.***

Surname: \_\_\_\_\_ First name: \_\_\_\_\_ Function: \_\_\_\_\_

Date:

Signature: