

**TERM**  
Talent Etc  
Rights Mgmt

**COMPANIES**

- \*ad agencies
- \*production co.
- \*clients
- \*vendors
  
- \*\*People
- \*\*Contracts
- \*\*Assets
- \*\*Archive History

**PEOPLE**

- \*talent & agents
- \*ad agency reps
- \*prod co. reps
- \*client reps
  
- \*\*Contracts
- \*\*Archived Contracts
- \*\*Email History

**ASSETS**

- \*tv, radio commercials
- \*infomercials
- \*internet, interactive
- \*industrial, dvd
- \*print & other
  
- \*\*Final Spot
- \*\*Archived Assets

**CONTRACTS**

- \*talent & agent info
- \*union or non-union
- \*compensation/renewal options
- \*start / end dates
  
- \*\*People & Companies
- \*\*Documents
- \*\*Assets

**EMAIL NOTIFICATIONS**

- \*Expiring Media Usage
- \*Expiring Talent Contracts
- \*Expiring Elements

**REPORTS**

- \*Filter and sort by Agency, Client, Asset, Contracts, Elements, Usage, Dates

**USAGES**

- \*Media
- \*Cycle Dates
- \*Expiration Dates
- \*Renew or Release

**ELEMENTS**

- \*Video, Music Clips
- \*Photos
- \*Audio
- \*Artwork, Logo