

## Welcome to Now PR Magazine

Let's get you set up before we send you out on your first job.

## Good things to know:

- 1. Work will be emailed 1 week before depending on the job.
- 2. If there is an NDA in place it will be sent with the proposal email.
- 3. You have 24-48 hours to agree to job and send back a signed work for hire form.
- 4. Transportation monies will be sent via Zelle.
- 5. You will not be sent work if the initial contract with Now PR Magazine has not been signed.
- 6. Please be on time to the assigned job to avoid not being hired for future opportunities.
- 7. Proofs MUST be sent 48 hours after the event (will be waterproofed with your name for Now PR Magazine)
- 8. All photos will be added to the Now PR Magazine gallery and attached to an article for each event.
- 9. Your bio and social media platforms will be added to the article from that event.
- 10. Please have a stocked amount of Now PR Magazine business cards for each event.



## **Contact Info**

Editor-N-Chief: Nicole Norton-Evans 917 653 5774 nowpublicity16@gmail.com