

PN SERVICES SECURITY

STATEMENT OF WORK (SOW)

Attachment to and incorporated by reference into the Security Personnel Work Agreement

This Statement of Work ("SOW") is entered into by and between PN Services LLC d/b/a PN Services Security, a Georgia limited liability company ("Company"), and the independent contractor identified below ("Contractor"). This SOW governs a single assignment or assignment period. It is incorporated into, and governed by, the Security Personnel Work Agreement between the parties. Nothing in this SOW obligates Company to offer, or Contractor to accept, any assignment.

SECTION 1 — ASSIGNMENT IDENTIFICATION

SOW No.: (TEAM ID NO.)

Contractor (legal name / business entity, if applicable):

GA Board of Private Detective & Security Agencies Registration No. (if armed) / POST Certification No. (if applicable):

Business Tax ID or SSN on file via Form W-9:

Client / Project:

VARIOUS TV/ FILM PRODUCTION COMPANY (PRODUCTON COMPANY / CLIENT)

Post or Location(s):

STATE OF GEORGIA

Assignment Period (start / estimated end):

START DATE – DECEMBER 31, 2026

Point of Contact (name / phone):

DESIGNATED POINT OF CONTACT (REFER TO DAILY EMAIL SCHEDULE)

SECTION 2 — CONTRACT RATE AND PAYMENT

- **Contract Rate:** \$18.50 _____ per hour, or \$ N/A _____ per shift/post, as specified above. The rate for this SOW is agreed for this assignment only and is not a standing or guaranteed rate for future assignments.
- **Holiday Post Rate:** Post assignments falling on a federal holiday are contracted at a separate rate of \$18.50 X 1.5. This is a distinct contract rate for a distinct assignment and is not premium, overtime, or holiday pay.
- **Invoicing:** Contractor shall submit an invoice for services rendered using Contractor's own invoice or the invoice template supplied by Company. Invoices must identify the SOW number, dates and hours or shifts worked, and post location.
- **Payment:** Company processes approved invoices twice monthly, in arrears, on the 15th and the last business day of the month, by direct deposit or check. Invoices received after a cutoff date will be processed in the following cycle.
- **Expenses:** Contractor is responsible for all costs of performing the Services, including travel, fuel, meals, mobile telephone service, uniform items, and equipment, except as expressly stated in this SOW.
- **No Withholding or Benefits:** Company will not withhold federal, state, or local taxes, FICA, or any other amount from payments to Contractor. Company will issue IRS Form 1099-NEC as required. Contractor is not eligible for and will not receive employee benefits, paid leave, unemployment insurance, or workers' compensation coverage through Company.

SECTION 3 — SCHEDULING, ACCEPTANCE, AND SUBSTITUTION

The parties acknowledge that Contractor operates an independent security services business and controls the manner and means by which the Services are performed, subject only to the Client site requirements and the legal and regulatory obligations set out in Sections 5 and 6.

- Company offers assignments; Contractor is free to accept or decline any offered assignment, in whole or in part, without penalty, adverse consequence, or effect on future offers.
- Contractor is not assigned a minimum or maximum number of hours, is not required to maintain availability, and is not prohibited from performing services for other clients, including other security firms, during the term of this SOW.
- Contractor is not subject to any territorial or geographic restriction and may accept work in any location.
- Once Contractor accepts a post assignment, Contractor is responsible for coverage of that post. If Contractor cannot cover an accepted post, Contractor shall either provide notice to the point of contact at the earliest opportunity, or arrange a qualified substitute who holds the licensure, registration, training, and site clearance required for the post. Any substitute must be approved in advance by Company where approval is required by the Georgia Board of Private Detective & Security Agencies or by the Client's site access requirements.
- Company may add or remove locations and increase or decrease requested hours of service upon notice to Contractor. Contractor remains free to accept or decline the revised assignment.

SECTION 4 — DELIVERABLES AND RESULTS

Company contracts for the following results. Company does not direct the methods by which Contractor achieves them.

- Coverage of each accepted post for the full contracted period.
- Daily Activity Reports (DARs) or Task Reports, where required by the post, completed with accurate time-stamped entries and submitted by the end of each shift.
- Incident reports documenting observations, information, and occurrences, submitted to the designated point of contact.
- Patrol logs reflecting foot and/or perimeter patrols at the intervals specified in the Client's post orders.
- Time-stamped photo or video logs for overnight posts where required by the post orders.
- Access control records reflecting credential verification at controlled access points.
- Prompt reporting of suspicious activity, irregularities, and safety hazards to the designated point of contact.
- Maintenance of all licensure, registration, and training required by Georgia law for the post assigned, and provision of current documentation to Company upon request.

SECTION 5 — CLIENT SITE RULES AND POST ORDERS (FLOW-DOWN REQUIREMENTS)

The requirements in this Section are imposed by the Client and/or the Client's production and are flowed down to Contractor as a condition of site access. They reflect the Client's standards for its own premises and productions. Company does not direct the manner or means by which Contractor performs security services; Company communicates Client site requirements and evaluates the results delivered under Section 4. Contractor's acceptance of a post constitutes agreement to comply with the Client site rules applicable to that post.

- Contractor shall report to accepted post assignments in the uniform attire and professional appearance standard required by the Client for its premises or production site, including neatly trimmed facial hair where the Client so requires.
- Contractor shall not smoke at any Client location while providing Services.
- Contractor shall not carry or possess any firearm or other lethal or non-lethal weapon while on Client premises or on any production set, unless the post is expressly designated as an armed post and Contractor holds the required Georgia weapons permit and Board registration.
- Contractor shall not bring any guest, family member, friend, delivery person, or other individual not scheduled for the post to any Client premises, production stage, production office, or other Client work environment, whether on or off duty.
- Contractor shall refer members of the press, media, or the public who approach them to the Client's authorized representative at the earliest opportunity, and shall make no statement to the press.
- Contractor shall not take photographs, video, or recordings of any cast, crew, set, costume, or other Client property or production element unless expressly instructed to do so for documentation purposes, and shall make no social media post referencing the Client, the site, or the assignment.
- Contractor shall maintain professional boundaries with Client personnel, including avoiding unnecessary interaction with cast and crew and refraining from requesting photographs or autographs.
- Contractor shall verify credentials and maintain access control in accordance with the Client's post orders, and shall conduct patrols at the frequency and along the routes specified in those post orders.
- Contractor shall monitor Client equipment, vehicles, and staging areas as specified in the post orders.
- Contractor shall remain awake, alert, and present at the post for the duration of the contracted period.
- Contractor shall carry a working mobile telephone, supplied at Contractor's own expense, and remain reachable by the point of contact for the duration of the contracted period.
- Contractor anticipating a late arrival to an accepted post shall notify the point of contact at least thirty (30) minutes in advance, or as soon as practicable.
- Contractor shall review and comply with the written Post Orders and Use of Force Protocols issued by the Client for the assigned post, which are incorporated into this SOW by reference when provided.

SECTION 6 — LEGAL, REGULATORY, AND SAFETY REQUIREMENTS

The requirements in this Section exist because they are required by law, by regulation, or by basic site safety. They are not an exercise of control by Company over the manner and means of Contractor's work.

- Contractor shall not consume or be under the influence of alcohol or any illegal or impairing substance while providing Services.
- Contractor shall protect confidential information in accordance with applicable federal, state, and local law and with the separate Confidentiality and Non-Disclosure Agreement between the parties.
- Contractor shall not touch, move, or open any suspicious package or parcel, and shall report it immediately in accordance with the post orders and applicable law enforcement protocol.
- Contractor shall report hazards — including cables, blocked pathways, lighting deficiencies, and unsafe conditions — to the point of contact immediately.
- Contractor shall comply with all applicable federal, state, and local laws and ordinances, the rules of the Georgia Board of Private Detective and Security Agencies, and, where applicable to Contractor, the Georgia Peace Officer Standards and Training Act.
- Contractor shall maintain in good standing all registrations, certifications, permits, and training required for the post assigned, at Contractor's own expense.

SECTION 7 — UNIFORM, EQUIPMENT, AND COMPANY PROPERTY

- **Contractor-Owned Items:** Contractor supplies, at Contractor's own expense, all equipment required to perform the Services, including black BDU pants, black boots or shoes, black belt, mobile telephone, flashlight, and writing materials.
- **Branded Uniform Items — Purchase:** Branded uniform items are sold to Contractor at cost and become Contractor's property upon purchase. Contractor may purchase these items from Company or source equivalent items independently where the Client permits. Purchased items need not be returned.
- **Discontinued Use of Company Insignia:** Contractor shall not wear, display, or otherwise use any item bearing Company insignia or identifying marks after the conclusion of Contractor's final accepted assignment. Contractor shall permanently remove the insignia, destroy the item, or return it to Company for disposal at no cost to Contractor. Company requests that branded items be disposed of properly rather than resold, given away, or discarded intact, to prevent unauthorized use of Company identification.
- **Company Property — Return Required:** Identification badges, credentials, access cards, keys, radios, and any other property owned by Company or the Client remain the property of the owner and shall be returned immediately upon completion of the final accepted assignment or upon request.
- **Payment for Purchased Items:** At Contractor's written election, the cost of purchased uniform items may be offset against a subsequent invoice. No offset will be applied without Contractor's prior written authorization.

SECTION 8 — INSURANCE

Insurance is required for this assignment only where indicated below. Insurance is required for any post designated as an armed post and for any assignment under which Contractor subcontracts any portion of the work. For all other assignments the requirement is waived in writing by Company.

- ☐ INSURANCE REQUIRED for this assignment (armed post and/or subcontracted work). Prior to the first accepted assignment under this SOW, Contractor shall provide a certificate of insurance evidencing commercial general liability coverage of not less than \$_____ per occurrence, naming Company as an additional insured, and shall maintain workers' compensation coverage as required by Georgia law or execute a sole proprietor coverage waiver acceptable to Company's carrier. Contractor shall provide updated certificates upon renewal and shall notify Company of any lapse or cancellation. Contractor may not perform under this SOW during any period in which the required coverage is not in force.
- ☒ INSURANCE WAIVED for this assignment. Company waives the insurance requirement for the assignment described in this SOW only. This waiver is not continuing and does not apply to any other assignment. Company representative initials: LP

SECTION 9 — INDEPENDENT CONTRACTOR STATUS

Contractor is an independent contractor and not an employee, agent, partner, or joint venturer of Company. Contractor is engaged in an independently established trade, occupation, or business of the same nature as the Services performed, and holds himself, herself, or itself out to the public as available to perform such Services. Contractor retains the right to control the manner and means of performing the Services, subject only to the Client site requirements and legal obligations in Sections 5 and 6. Contractor is solely responsible for all federal, state, and local income taxes, self-employment taxes, and business licensing, and for the reporting and payment thereof. Nothing in this SOW creates an employment relationship, and neither party may represent otherwise.

SECTION 10 — INCORPORATION AND SIGNATURES

This SOW is incorporated into the Security Personnel Work Agreement between Contractor and PN Services LLC d/b/a PN Services Security. In the event of a conflict between this SOW and that Agreement, this SOW controls as to the specific assignment described herein. This SOW governs only the assignment identified in Section 1 and creates no obligation as to any other or future assignment.

CONTRACTOR

Signature

Printed Name

Date

PN SERVICES LLC d/b/a PN SERVICES SECURITY

Signature

Printed Name and Title

Date

Contractor Initials: _____ Company Initials: _____