



Legal Hub

Effective Date: December 2025

At MMNT Productions S.A.R.L. (“MMNT Productions S.A.R.L.,” “we,” “us,” or “our”), we are committed to transparency, professionalism, and responsibility in all our operations. The following policies outline the standards that guide our work, protect our clients, and ensure the safety and integrity of our creative ecosystem.

Each policy below is available in full by selecting the respective link.

1. Privacy Policy

Explains how we collect, use, store, and safeguard personal information when you interact with our website and services.

2. Cookie Policy

Details how we use cookies and similar technologies to enhance your browsing experience.

3. Terms of Use

Sets the rules for accessing and using our website, including intellectual property, disclaimers, and user responsibilities.

4. Copyright Policy

Clarifies ownership of our creative works and how clients may use deliverables under agreed terms.

5. Credits & Attributions Policy

Outlines how MMNT Productions S.A.R.L. credits its work, acknowledges collaborators, and manages third-party attributions.



6. Accessibility Statement

Affirms our commitment to inclusivity and alignment with *WCAG 2.1 AA* standards for digital accessibility.

7. User-Generated Content Policy

Defines how we handle content submitted by clients, collaborators, or users through our platforms or social media.

8. Booking Terms & Conditions

Specifies how bookings are confirmed, managed, and canceled, in alignment with our *Quotations* and *Service Agreements*.

9. Studio Safety Policy

Outlines the safety measures, insurance, and professional conduct standards we uphold in our studio and on set.

Closing Note

These policies are designed to protect both MMNT Productions S.A.R.L. and our clients, ensuring clarity, accountability, and trust across all engagements.

For questions about any of these policies, please contact us at:

MMNT Productions S.A.R.L.

Beirut, Lebanon

Management

mmntproductions.com

contact@mmntproductions.com

+961 81 840 673



Privacy Policy

Effective Date: December 2025 | **Last Updated:** December 2025 | **Version:** 1.0

MMNT Productions S.A.R.L. (“MMNT Productions S.A.R.L.,” “we,” “us,” or “our”) respects your privacy and is committed to protecting the personal information you share with us. This *Privacy Policy* explains how we collect, use, store, and safeguard your data when you interact with our website, services, and digital platforms. This *Privacy Policy* applies to all clients, suppliers, collaborators, applicants, and website users interacting with MMNT Productions S.A.R.L. It is governed by Lebanese law, without prejudice to mandatory protections under foreign data protection regimes where applicable. This version supersedes all prior versions.

1. Information We Collect

We may collect the following categories of personal information:

- Identity Data: name, company, job title, ID/passport (if required for agreements).
- Contact Data: email, phone number, mailing address.
- Business Data: brand details, project briefs, quotations, agreements, invoices.
- Technical Data: IP address, browser type, device identifiers, cookies (see our *Cookie Policy*).
- Recruitment Data: CVs, portfolios, professional background (if applying to collaborate).
- We do not intentionally collect special categories of personal data (e.g., racial or ethnic origin, health data, religious beliefs). If such data is inadvertently shared, it will be deleted unless required by law or regulation.



2. How We Use Your Information

We use your personal information to:

- Deliver our services, including project briefs, quotations, agreements, and client portals.
- Manage client relationships, communications, and billing.
- Process recruitment or freelance applications.
- Ensure site security and improve user experience.
- Comply with legal, regulatory, or contractual obligations.

We may send you updates about our work, provided that it is permitted by law. You can opt out at any time by replying “unsubscribe” or contacting us at contact@mmntproductions.com. We do not engage in automated decision-making or profiling that produces legal or significant effects for individuals. Marketing communications are sent only with prior opt-in consent, except where otherwise permitted by law.

3. Legal Basis for Processing

We process personal information under one or more of the following legal bases:

- Contractual necessity (to provide services you request).
- Legitimate interests (to prevent fraud, ensure IT security, improve services, and maintain business operations).
- Legal obligations (to comply with applicable laws, including tax and corporate regulations).
- Consent (where explicitly required, such as for marketing communications).



4. Information Sharing

We do not sell or rent your personal information. We may share data with:

- Trusted third-party service providers (e.g., IT, hosting, accounting) under confidentiality obligations. All third parties who process data on our behalf are bound by written data processing agreements, ensuring they act only on our instructions and maintain adequate safeguards.
- Legal or regulatory authorities, where required by law.
- Collaborators, vendors, or contractors strictly for project delivery, under *MNDAs* or *Professional Conduct Declarations*.

5. International Transfers

Where data is transferred outside *Lebanon* (e.g., cloud storage, international clients), we ensure appropriate safeguards are in place, including reliance on international data transfer agreements and industry-standard protections. Where required by applicable law, we obtain your explicit consent before transferring personal data to jurisdictions that lack adequate protection.

6. Data Retention

We retain personal data only for as long as necessary to fulfill the purposes outlined above, or as required by law (e.g., tax, accounting, legal claims). Recruitment data may be retained for up to 1 year unless otherwise requested, unless longer retention is required by law or for the defense of legal claims.



7. Security Measures

We implement technical, organizational, and contractual safeguards to protect personal information against unauthorized access, alteration, or disclosure. While we implement industry-standard security measures, MMNT Productions S.A.R.L. shall not be liable for unauthorized access beyond our reasonable control.

Our services are not directed to children under 16. We do not knowingly collect personal data from children. If you believe a child has provided us with data, please contact us, and we will delete it.

8. Your Rights

You have the right to access, correct, delete, or restrict processing of your personal data. To make a request, email contact@mmntproductions.com with the subject line “Data Request”. We may request identity verification before acting on your request.

Depending on your location, additional rights may apply under applicable data protection regulations.

9. Links to Other Policies

This *Privacy Policy* should be read together with our *Cookie Policy*, *Terms of Use*, and *Client Portal Access & Usage Policy*. In the event of a conflict, the terms of this *Privacy Policy* shall prevail with respect to credits and attributions.

10. Changes to This Policy

We reserve the right to update this *Privacy Policy* periodically. Updates will be posted on this page with a revised Effective Date. Continued use of our website after changes are posted constitutes acceptance of the revised policy.



11. Governing Law & Dispute Resolution

These Terms are governed by and construed in accordance with the laws of the Republic of Lebanon, without regard to conflict of law principles.

Any dispute not resolved amicably within thirty (30) days shall be submitted to the exclusive jurisdiction of the competent courts of Beirut, Lebanon.

12. Contact Us

Formal legal notices shall only be deemed received upon written acknowledgment by MMNT Productions S.A.R.L. For questions or concerns regarding this *Privacy Policy*, please contact:

MMNT Productions S.A.R.L.

Beirut, Lebanon

Management

mmntproductions.com

contact@mmntproductions.com

+961 81 840 673



Cookie Policy

Effective Date: December 2025 | **Last Updated:** December 2025 | **Version:** 1.0

This Cookie Policy explains how MMNT Productions S.A.R.L. (“MMNT Productions S.A.R.L.,” “we,” “us,” or “our”) uses cookies and similar technologies on our website. This Policy should be read together with our [\[Privacy Policy\]](#) and [\[Terms of Use\]](#). In the event of a conflict, the Terms of Use shall prevail. This version supersedes all prior versions.

1. What Are Cookies?

Cookies are small text files placed on your device when you visit a website. They help us recognize your browser, remember your preferences, and improve your user experience. Cookies may also collect technical data such as IP address, browser type, and device information.

2. Types of Cookies We Use

- **Essential Cookies:** Required for core functionality (e.g., secure login, navigation).
- **Performance Cookies:** Collect anonymized data on how visitors use our site (e.g., page views, traffic sources).
- **Functional Cookies:** Remember preferences (e.g., language, region, saved settings).
- **Analytics & Marketing Cookies:** Used to analyze behavior and, where applicable, deliver tailored content or measure campaign effectiveness. Third parties may combine the data with other information they hold.



3. Why We Use Cookies

We use cookies to:

- Ensure the website functions securely and smoothly.
- Understand site performance and improve usability.
- Personalize your experience.
- Support analytics for content performance and engagement.
- Detect fraud, prevent abuse, and maintain system integrity.
- Comply with legal obligations.

4. Third-Party Cookies

Some cookies may be placed by trusted third parties (e.g., analytics providers, embedded video platforms, or social media integrations). These third parties are subject to their own privacy and cookie policies. We are not responsible for how third-party providers use cookies or process your data. You should review their policies separately.

5. Cookie Control

You can review or change your cookie choices at any time via Cookie Settings. Disabling certain cookies may affect site functionality, your experience, and security.

Some browsers offer “Do Not Track” (DNT) signals. Our website currently does not alter its behavior in response to DNT.

For more information on managing cookies, visit:

- [All About Cookies](#)
- [Your Online Choices](#)

6. Consent

By continuing to use our website, you consent to our use of cookies as outlined in this policy. Where required by law, we will present a cookie banner to obtain your explicit consent before placing non-essential cookies. Such consent may be stored and logged for compliance purposes.



7. Changes to This Policy

We reserve the right to update this *Cookie Policy* periodically. Updates will be posted on this page with a revised Effective Date. Continued use of our website after changes are posted constitutes acceptance of the revised policy.

8. Governing Law & Dispute Resolution

These Terms are governed by and construed in accordance with the laws of the Republic of Lebanon, without regard to conflict of law principles.

Any dispute not resolved amicably within thirty (30) days shall be submitted to the exclusive jurisdiction of the competent courts of Beirut, Lebanon.

9. Contact Us

Formal legal notices shall only be deemed received upon written acknowledgment by MMNT Productions S.A.R.L. For questions or concerns regarding this *Cookie Policy*, please contact:

MMNT Productions S.A.R.L.

Beirut, Lebanon

Management

mmntproductions.com

contact@mmntproductions.com

+961 81 840 673



Terms of Use

Effective Date: December 2025 | **Last Updated:** December 2025 | **Version:** 1.0

These Terms of Use (“Terms”) govern your access to and use of the website operated by MMNT Productions S.A.R.L. (“MMNT Productions S.A.R.L.,” “we,” “us,” or “our”). By using this website, you agree to these Terms. If you do not agree, please do not use this site. This version supersedes all prior versions.

1. Eligibility

By accessing or using this website, you acknowledge that you have read, understood, and agree to be legally bound by these Terms. If you do not agree, you must not use this website.

2. Intellectual Property Rights

- 2.1. All content on this site, including but not limited to text, images, graphics, videos, designs, and logos, is the exclusive property of MMNT Productions S.A.R.L. or its licensors and is protected by copyright, trademark, and other intellectual property laws.
- 2.2. You may not copy, reproduce, distribute, modify, or create derivative works from this content without our prior written consent.
- 2.3. No license or right is granted to you except for the limited right to access and view the site in accordance with these Terms.
- 2.4. Unauthorized use may result in civil and/or criminal liability under applicable laws.



3. Permitted Use

You agree to use this website solely for lawful purposes and in a manner consistent with these terms. Prohibited uses include, but are not limited to:

- Misusing the site for fraudulent, unlawful, or malicious purposes.
- Attempting to gain unauthorized access to systems, data, or networks.
- Using bots, scrapers, crawlers, data-mining tools, or other automated means to access, harvest, reverse-engineer, or index the site, or to circumvent rate limits, access controls, or security measures.
- Uploading or transmitting viruses, malware, or other harmful code.
- Interfering with the website’s operation or attempting to disrupt its functionality.

We reserve the right to suspend or terminate your access at any time if we believe, in our sole discretion, that you have violated these Terms.

4. User Content & Submissions

If you submit materials (e.g., inquiries, briefs, portfolios) through this site:

- You represent and warrant that you own or have rights to the submitted materials and that their submission does not infringe the rights of any third party.
- You grant MMNT Productions S.A.R.L. a non-exclusive, worldwide, royalty-free, sublicensable license to use such submissions solely for the purpose of evaluating and responding to your request.
- You remain fully responsible for the accuracy and legality of the materials you provide.

We are under no obligation to keep submissions confidential, unless otherwise agreed in writing.



5. Disclaimers

- 5.1.** The site and its content are provided “as is” and “as available.” MMNT Productions S.A.R.L. makes no warranties, express or implied, regarding the accuracy, completeness, or reliability of the site.
- 5.2.** We do not guarantee uninterrupted access, error-free operation, or immunity from viruses or harmful components.

6. Limitation of Liability

MMNT Productions S.A.R.L., its affiliates, directors, officers, employees, and agents shall not be liable for any direct, indirect, incidental, consequential, punitive, or exemplary damages arising out of or relating to your use or inability to use the website, even if advised of the possibility of such damages.

In jurisdictions that do not allow exclusion of certain damages, our liability shall be limited to the lesser of USD 100 or the minimum amount permitted by law.

7. Indemnification

You agree to indemnify and hold harmless MMNT Productions S.A.R.L., its directors, employees, and affiliates from any claims, damages, or expenses arising out of your misuse of the website or violation of these Terms.

8. Governing Law & Dispute Resolution

These Terms are governed by and construed in accordance with the laws of the Republic of Lebanon, without regard to conflict of law principles.

Any dispute not resolved amicably within thirty (30) days shall be submitted to the exclusive jurisdiction of the competent courts of Beirut, Lebanon.

9. Links to Other Policies

These *Terms of Use* should be read together with our *Privacy Policy*, *Cookie Policy*, *Copyright Policy*, and *Client Portal Access & Usage Policy*. In the event of a conflict, the terms of these *Terms of Use* shall prevail with respect to credits and attributions.



10. Changes to This Policy

We reserve the right to update these *Terms of Use* periodically. Updates will be posted on this page with a revised Effective Date. Continued use of our website after changes are posted constitutes acceptance of the revised policy.

11. Contact Us

Formal legal notices shall only be deemed received upon written acknowledgment by MMNT Productions S.A.R.L. For questions or concerns regarding these *Terms of Use*, please contact:

MMNT Productions S.A.R.L.

Beirut, Lebanon

Management

mmntproductions.com

contact@mmntproductions.com

+961 81 840 673



Copyright Policy

Effective Date: December 2025 | **Last Updated:** December 2025 | **Version:** 1.0

The content and creative works on this website are protected by copyright and related intellectual property laws. This Copyright Policy explains how such rights apply to MMNT Productions S.A.R.L. (“MMNT Productions S.A.R.L.,” “we,” “us,” or “our”), our clients, and users of this website. This version supersedes all prior versions.

1. Ownership of Content

- 1.1. All content displayed on this website — including but not limited to text, photographs, videos, graphics, designs, concepts, and layouts — shall remain intellectual property of MMNT Productions S.A.R.L. or its licensors.
- 1.2. Unless otherwise stated in a separate written agreement, MMNT Productions S.A.R.L. retains all copyright and intellectual property rights in materials we create, produce, or publish.
- 1.3. The mere display or delivery of materials implies no transfer, assignment, or waiver of rights.

2. Permitted Use

- 2.1. You may view, download (where enabled), and print materials from this site for personal, non-commercial use only.
- 2.2. You may not copy, reproduce, distribute, modify, adapt, translate, reverse-engineer, or publicly display our content without prior written permission from MMNT Productions S.A.R.L.
- 2.3. Any unauthorized use may subject you to civil and/or criminal liability under applicable laws.



3. Client Materials & Deliverables

- 3.1.** Deliverables produced for clients (videos, stills, campaigns, etc.) are subject to specific usage rights defined in the relevant *Quotation* and *Service Agreement*.
- 3.2.** Usage rights are only granted upon full cleared payment. Until then, all deliverables remain the exclusive property of MMNT Productions S.A.R.L.
- 3.3.** Raw files, behind-the-scenes content, and working materials are expressly excluded from client deliverables, unless otherwise agreed in writing and subject to additional fees.
- 3.4.** Clients may not sublicense, resell, modify, or reuse deliverables beyond the agreed scope without MMNT Productions S.A.R.L.’ prior written consent.

4. Reporting Copyright Infringement

If you believe that any material on this website infringes your copyright, please notify us in writing at contact@mmntproductions.com, providing:

- Identification of the copyrighted work claimed to have been infringed.
- Identification of the allegedly infringing material and its location.
- Your contact information.
- A statement that you have a good faith belief that the use is not authorized.
- A statement, under penalty of perjury, that the information provided is accurate and that you are the copyright owner or authorized agent.

5. MMNT Productions S.A.R.L.’ Rights

MMNT Productions S.A.R.L. reserves the right to:

- Remove or disable access to any infringing content at its sole discretion.
- Terminate, restrict, or suspend access of users who repeatedly infringe copyrights.
- Take legal action and seek damages to protect our intellectual property.



6. Governing Law & Dispute Resolution

These Terms are governed by and construed in accordance with the laws of the Republic of Lebanon, without regard to conflict of law principles.

Any dispute not resolved amicably within thirty (30) days shall be submitted to the exclusive jurisdiction of the competent courts of Beirut, Lebanon.

7. Links to Other Policies

This *Copyright Policy* should be read together with our *Terms of Use*, *Privacy Policy*, and *Client Portal Access & Usage Policy*. In the event of a conflict, the terms of this *Copyright Policy* shall prevail with respect to credits and attributions.

8. Changes to This Policy

We reserve the right to update this *Copyright Policy* periodically. Updates will be posted on this page with a revised Effective Date. Continued use of our website after changes are posted constitutes acceptance of the revised policy.

9. Contact Us

Formal legal notices shall only be deemed received upon written acknowledgment by MMNT Productions S.A.R.L. For questions or concerns regarding this *Copyright Policy*, please contact:

MMNT Productions S.A.R.L.

Beirut, Lebanon

Management

mmntproductions.com

contact@mmntproductions.com

+961 81 840 673



Credits & Attributions Policy

Effective Date: December 2025 | **Last Updated:** December 2025 | **Version:** 1.0

At MMNT Productions S.A.R.L. (“MMNT Productions S.A.R.L.,” “we,” “us,” or “our”), we value transparency and integrity in crediting all parties who contribute to our productions. This *Credits & Attributions Policy* explains how credits are handled for projects, website content, and collaborative works. This version supersedes all prior versions.

1. MMNT Productions S.A.R.L.’ Credits

- 1.1. All creative works produced by MMNT Productions S.A.R.L. must include proper credit to MMNT Productions S.A.R.L. in accordance with industry standards and contractual agreements.
- 1.2. Unless otherwise agreed in a signed written instrument by MMNT Productions S.A.R.L., MMNT Productions S.A.R.L. shall retain a perpetual, irrevocable right to display its name and/or logo in final deliverables, case studies, and portfolio showcases.

2. Third-Party Attributions

- 2.1. When MMNT Productions S.A.R.L. uses third-party materials (e.g., licensed music, stock footage, fonts, or props), appropriate attributions will be included where required by license terms.
- 2.2. MMNT Productions S.A.R.L. ensures compliance with intellectual property licenses and expects the same from collaborators and vendors. Each collaborator, vendor, or third-party provider shall bear sole responsibility and indemnify MMNT Productions S.A.R.L. against any claim, loss, or liability arising from their failure to comply with applicable intellectual property license terms.



3. Collaborators & Vendors

- 3.1.** Freelancers, subcontractors, and collaborators working with MMNT Productions S.A.R.L. may be credited at MMNT Productions S.A.R.L.'s sole discretion in final outputs or case studies, subject to project scope and client approval.
- 3.2.** All collaborators must comply with MMNT Productions S.A.R.L.'s *Professional Conduct Declaration* and applicable confidentiality agreements and agree that omission of credit shall not constitute a breach by MMNT Productions S.A.R.L..

4. Client Rights & Acknowledgments

- 4.1.** Clients may not remove or alter MMNT Productions S.A.R.L.'s credit without prior written approval.
- 4.2.** Any public use of project deliverables by the Client (e.g., advertising, media features) should not misrepresent the origin of the work or omit MMNT Productions S.A.R.L. where credit is customary.
- 4.3.** Any breach of this clause shall entitle MMNT Productions S.A.R.L. to injunctive relief and compensation for damages without prejudice to any other remedy available under law.

5. Portfolio Use

- 5.1.** MMNT Productions S.A.R.L. may showcase completed works (videos, stills, campaigns) in its portfolio, website, or social media channels, subject to confidentiality obligations and *the terms of the Service Agreement*. Unless otherwise agreed in writing, MMNT Productions S.A.R.L. shall not be required to obtain prior consent for use of non-sensitive or publicly released materials.
- 5.2.** Written client approval will be requested before using sensitive or unreleased campaign content.



6. Governing Law & Dispute Resolution

These Terms are governed by and construed in accordance with the laws of the Republic of Lebanon, without regard to conflict of law principles.

Any dispute not resolved amicably within thirty (30) days shall be submitted to the exclusive jurisdiction of the competent courts of Beirut, Lebanon.

7. Links to Other Policies

This *Credits & Attributions Policy* should be read together with our *Copyright Policy*, *Terms of Use*, and *Professional Conduct Declaration*. In the event of a conflict, the terms of this *Credits & Attributions Policy* shall prevail with respect to credits and attributions.

8. Changes to This Policy

We reserve the right to update this *Credits & Attributions Policy* periodically. Updates will be posted on this page with a revised Effective Date. Continued use of our website after changes are posted constitutes acceptance of the revised policy.

9. Contact Us

Formal legal notices shall only be deemed received upon written acknowledgment by MMNT Productions S.A.R.L. For questions or concerns regarding this *Credits & Attributions Policy*, please contact:

MMNT Productions S.A.R.L.

Beirut, Lebanon

Management

mmntproductions.com

contact@mmntproductions.com

+961 81 840 673



Accessibility Statement

Effective Date: December 2025 | **Last Updated:** December 2025 | **Version:** 1.0

At MMNT Productions S.A.R.L. (“MMNT Productions S.A.R.L.,” “we,” “us,” or “our”), we are committed to ensuring that our website and digital platforms are accessible to all users, regardless of ability, device, or technology. This *Accessibility Statement* explains our approach to accessibility and our ongoing commitment to inclusivity. This version supersedes all prior versions.

1. Our Commitment

- 1.1. We strive to make our website and online content reasonably accessible in line with global best practices and accessibility standards.
- 1.2. While MMNT Productions S.A.R.L. takes commercially reasonable steps to provide equal access to information, services, and resources, we cannot guarantee uninterrupted accessibility in all circumstances.

2. Standards & Guidelines

- 2.1. MMNT Productions S.A.R.L. aims on a commercially reasonable efforts basis to align its website with the *Web Content Accessibility Guidelines (WCAG) 2.1, Level AA* — the internationally recognized benchmark for digital accessibility.
- 2.2. We also monitor evolving standards and update our practices accordingly to remain compliant with accessibility requirements.



3. Features Implemented

Our website incorporates accessibility features such as:

- Responsive design for mobile and desktop devices.
- High-contrast text for readability.
- Alternative text for images (where applicable).
- Clear and consistent navigation menus.
- Structured headings for screen readers.

These features may vary by page, platform, or technical updates and do not constitute a representation that all content will always include such features.

4. Ongoing Efforts

- 4.1.** Accessibility is an ongoing process, and we regularly review our site to identify and address potential issues.
- 4.2.** We welcome feedback and continuously work with our design and development teams to improve accessibility across all platforms.
- 4.3.** MMNT Productions S.A.R.L. shall not be held liable for temporary accessibility limitations, technical failures, or factors outside its reasonable control.

5. Third-Party Content

Our website may include links or embedded content from third-party providers (e.g., social media, video hosting). We cannot control the accessibility of third-party content, but we encourage those providers to maintain accessible standards. MMNT Productions S.A.R.L. has no control over, and assumes no responsibility for, the accessibility of third-party content. Users acknowledge and agree that MMNT Productions S.A.R.L. shall not be liable for any accessibility issues arising from third-party content.



6. Governing Law & Dispute Resolution

These Terms are governed by and construed in accordance with the laws of the Republic of Lebanon, without regard to conflict of law principles.

Any dispute not resolved amicably within thirty (30) days shall be submitted to the exclusive jurisdiction of the competent courts of Beirut, Lebanon.

7. Changes to This Policy

We reserve the right to update this *Accessibility Statement* periodically. Updates will be posted on this page with a revised Effective Date. Continued use of our website after changes are posted constitutes acceptance of the revised policy.

8. Contact Us

Formal legal notices shall only be deemed received upon written acknowledgment by MMNT Productions S.A.R.L.. For questions or concerns regarding this *Accessibility Statement*, please contact:

MMNT Productions S.A.R.L.

Beirut, Lebanon

Management

mmntproductions.com

contact@mmntproductions.com

+961 81 840 673



User-Generated Content Policy

Effective Date: December 2025 | **Last Updated:** December 2025 | **Version:** 1.0

This User-Generated Content (“UGC”) Policy explains the terms under which MMNT Productions S.A.R.L. (“MMNT Productions S.A.R.L.,” “we,” “us,” or “our”) may receive, use, and manage content submitted, uploaded, or shared by clients, collaborators, or users (“you”) through our website, digital platforms, or social media channels. This version supersedes all prior versions.

1. Scope

This Policy applies to all content you submit, transmit, upload, tag, or otherwise make available to MMNT Productions S.A.R.L. by any medium, including but not limited to:

- Project briefs, reference materials, and brand assets are uploaded through our site or client portals.
- Comments, messages, or feedback submitted digitally.
- Content tagged with MMNT Productions S.A.R.L.’s name, hashtags, or social media handles.

2. Ownership & License

- 2.1.** You retain ownership of your submitted content.
- 2.2.** By submitting content, you grant MMNT Productions S.A.R.L. a worldwide, perpetual, irrevocable, sublicensable, and transferable license to use, reproduce, adapt, modify, and display such content for the purposes of providing, marketing, archiving, or promoting our services, unless otherwise restricted by a written agreement.
- 2.3.** MMNT Productions S.A.R.L. will not publicly use your confidential or brand-sensitive content without your written approval, consistent with our *MNDA* and *Service Agreements*.



3. Prohibited Submissions

You agree not to submit content that:

- Infringes on intellectual property or privacy rights.
- Is defamatory, obscene, discriminatory, or unlawful.
- Contains viruses, malicious code, or harmful components.
- Misrepresents your affiliation with MMNT Productions S.A.R.L.
- You shall indemnify and hold harmless MMNT Productions S.A.R.L. from any claims, damages, or expenses arising from your breach of this clause.

4. Moderation & Removal

MMNT Productions S.A.R.L. reserves the right to:

- Remove or decline any submitted content at our discretion.
- Request corrections or additional rights confirmations.
- Block or restrict submissions from users who repeatedly violate this policy.

We are not liable for any loss or damage resulting from removal or refusal. Users who repeatedly violate this Policy may be permanently blocked from submissions.

You may request removal of content involving your rights by emailing contact@mmntproductions.com with “UGC Takedown” in the subject and details of the content location.

5. Responsibility

- 5.1.** You are solely responsible for the legality and accuracy of the content you submit.
- 5.2.** MMNT Productions S.A.R.L. disclaims all liability for damages, claims, or disputes arising from user-generated content. You agree to defend, indemnify, and hold MMNT Productions S.A.R.L. harmless against any third-party claims related to your submissions.



6. Social Media Tags & Mentions

- 6.1.** If you tag MMNT Productions S.A.R.L., use our branded hashtags, or otherwise associate your content with us, you consent to our resharing or reposting of such content on our official channels, subject to good faith and proper attribution.
- 6.2.** You may request the removal of such shared content by contacting us directly.

7. Confidential Content

Any sensitive brand materials (briefs, references, creative assets) remain subject to the *Mutual Non-Disclosure & Non-Circumvention Agreement (MNDA)* and relevant *Service Agreements*. MMNT Productions S.A.R.L. reserves the right to determine whether submitted content qualifies as confidential.

8. Governing Law & Dispute Resolution

These Terms are governed by and construed in accordance with the laws of the Republic of Lebanon, without regard to conflict of law principles.

Any dispute not resolved amicably within thirty (30) days shall be submitted to the exclusive jurisdiction of the competent courts of Beirut, Lebanon.

9. Links to Other Policies

This *User-Generated Content Policy* should be read together with our *Terms of Use*, *Privacy Policy*, and *Copyright Policy*. In the event of a conflict, the terms of this *User-Generated Content Policy* shall prevail with respect to credits and attributions.

10. Changes to This Policy

We reserve the right to update this *User-Generated Content Policy* periodically. Updates will be posted on this page with a revised Effective Date. Continued use of our website after changes are posted constitutes acceptance of the revised policy.



11. Contact Us

Formal legal notices shall only be deemed received upon written acknowledgment by MMNT Productions S.A.R.L. For questions or concerns regarding this *User-Generated Content Policy*, please contact:

MMNT Productions S.A.R.L.

Beirut, Lebanon

Management

mmntproductions.com

contact@mmntproductions.com

+961 81 840 673



Booking Terms & Conditions

Effective Date: December 2025 | **Last Updated:** December 2025 | **Version:** 1.0

These Booking Terms & Conditions (“Terms”) govern all bookings made with MMNT Productions S.A.R.L. (“MMNT Productions S.A.R.L.,” “we,” “us,” or “our”). By confirming a booking with us, you agree to these Terms. This version supersedes all prior versions.

1. Scope of Application

- 1.1. These Terms apply to all bookings for campaigns, retainers, photography projects, studio usage, and related services offered by MMNT Productions S.A.R.L.
- 1.2. Specific details for each booking (scope, deliverables, schedule, and fees) are set out in the applicable *Quotation* and *Service Agreement*. No verbal commitments, representations, or informal communications shall be binding unless expressly incorporated in a signed *Quotation* or *Service Agreement*.
- 1.3. Business Day means any day other than Saturday, Sunday, or a public holiday in the Republic of Lebanon. All time references are to Asia/Beirut local time.

2. Booking Confirmation

- 2.1. A booking is considered confirmed once the Client accepts a *Quotation* and pays the required booking fee as specified.
- 2.2. MMNT Productions S.A.R.L. reserves the right to decline or reschedule bookings based on availability, project scope, or other reasonable considerations.

For clarity, Booking Confirmation is separate from the *Service Agreement*; in the event of any inconsistency, the *Service Agreement* prevails.



3. Fees & Payment

- 3.1.** Fees and payment schedules are detailed in the *Quotation* and *Service Agreement* for each project.
- 3.2.** Booking fees (deposits) are non-refundable.
- 3.3.** All payments must be made solely in USD via bank transfer, net of bank charges, VAT, and withholding taxes.

4. Client Responsibilities

The Client agrees to:

- Provide timely approvals, materials, and brand assets as required. Any delays, additional costs, or losses resulting from the Client’s failure to provide timely approvals, assets, or permits shall be borne exclusively by the Client.
- Ensure products are ready for shoot dates.
- Obtain necessary permits, licenses, or releases for locations and talent.
- Comply with confidentiality and usage terms as outlined in the *MNDA* and *Service Agreement*.

5. Cancellation & Rescheduling

- 5.1.** Cancellations result in forfeiture of the booking fee and reimbursement of all committed third-party costs.
- 5.2.** Rescheduling requests must be made in writing.
 - 5.2.1.** With ≥ 7 business days’ notice: best-effort rescheduling; additional costs may apply.
 - 5.2.2.** With < 7 business days’ notice: full crew, studio, or location costs may apply, in addition to committed third-party costs.

MMNT Productions S.A.R.L. may reschedule or cancel a booking in the event of force majeure or unforeseen circumstances, with fees adjusted accordingly. All deposits and booking fees remain non-refundable under all circumstances.



6. Usage Rights

- 6.1.** Deliverables are subject to usage rights as defined in the *Quotation and Service Agreement*.
- 6.2.** No usage of draft or final materials is permitted until full cleared payment is received.
- 6.3.** Raw files and working files remain the exclusive property of MMNT Productions S.A.R.L.
- 6.4.** Any unauthorized use of drafts, raw files, or final deliverables without full cleared payment shall constitute a material breach, entitling MMNT Productions S.A.R.L. to immediate injunctive relief and compensation for damages.

7. Liability

- 7.1.** MMNT Productions S.A.R.L. maintains standard production insurance.
- 7.2.** We are not liable for delays or losses caused by force majeure events, technical failures beyond our control, or client-side delays.

8. Confidentiality

All information exchanged in connection with bookings is subject to the confidentiality obligations outlined in the *Mutual Non-Disclosure & Non-Circumvention Agreement (MNDA)*. The Client shall not disclose MMNT Productions S.A.R.L.’s proprietary methods, pricing structures, or confidential business information without prior written consent.

9. Governing Law & Dispute Resolution

These Terms are governed by and construed in accordance with the laws of the Republic of Lebanon, without regard to conflict of law principles.

Any dispute not resolved amicably within thirty (30) days shall be submitted to the exclusive jurisdiction of the competent courts of Beirut, Lebanon.



10. Links to Other Policies

These Terms should be read together with our *E-Commerce Policy*, *Quotations*, *Service Agreements*, and *Privacy Policy*. In the event of a conflict, the terms of this *Service Agreements* shall prevail with respect to credits and attributions.

11. Changes to This Policy

We reserve the right to update these *Booking Terms & Conditions* periodically. Updates will be posted on this page with a revised Effective Date. Continued use of our website after changes are posted constitutes acceptance of the revised policy. Amendments shall apply only to bookings made after the revised Effective Date.

12. Contact Us

Formal legal notices shall only be deemed received upon written acknowledgment by MMNT Productions S.A.R.L. For questions or concerns regarding these *Booking Terms & Conditions*, please contact:

MMNT Productions S.A.R.L.

Beirut, Lebanon

Management

mmntproductions.com

contact@mmntproductions.com

+961 81 840 673



Studio Safety Policy

Effective Date: December 2025 | **Last Updated:** December 2025 | **Version:** 1.0

At MMNT Productions S.A.R.L. (“MMNT Productions S.A.R.L.,” “we,” “us,” or “our”), we are committed to maintaining a safe, professional, and respectful environment for all individuals involved in our productions, whether in studio or on location. This Studio Safety Policy outlines the standards and practices we follow to ensure the well-being of our clients, collaborators, and team members. This version supersedes all prior versions.

1. General Commitment

- 1.1. Safety and professionalism are core principles of MMNT Productions S.A.R.L.
- 1.2. All productions, whether at our studio or external locations, are conducted in compliance with applicable health, safety, and labor regulations.
- 1.3. MMNT Productions S.A.R.L.'s commitment to safety shall not be construed as an assumption of liability for circumstances beyond its reasonable control or caused by third-party negligence.

2. Health & Safety Standards

We implement the following safety measures for all productions:

- Workspace Standards: clean, organized, and hazard-free environments.
- Equipment Safety: regular inspection and proper handling of cameras, lighting, grip, and electrical equipment.
- Emergency Preparedness: clear exit routes, fire safety equipment, and first-aid availability.
- Food & Beverage Shoots: strict hygiene standards, safe handling, and disposal of food products.

Any accident, injury, or safety concern must be reported immediately to the on-set supervisor or emailed to contact@mmntproductions.com. MMNT Productions S.A.R.L. will document and review reported incidents. MMNT Productions S.A.R.L. shall not be liable for incidents or damages arising from failure of clients, visitors, or third parties to comply with safety instructions, studio rules, or applicable regulations.



3. Insurance & Liability

- 3.1.** MMNT Productions S.A.R.L. maintains standard production insurance covering crew, equipment, and studio operations.
- 3.2.** Clients and collaborators are responsible for maintaining their own personal or corporate insurance coverage where applicable.
- 3.3.** MMNT Productions S.A.R.L. shall not be liable for any injury, loss, or damage arising from negligence, misconduct, misuse of equipment, or failure to comply with safety or operational instructions, whether by the Client, its representatives, visitors, or subcontractors.

4. Professional Conduct

- 4.1.** All individuals present on set must conduct themselves with professionalism and respect.
- 4.2.** Harassment, discrimination, or misconduct of any kind will not be tolerated.
- 4.3.** All freelancers, subcontractors, and collaborators must adhere to MMNT Productions S.A.R.L.'s Professional *Conduct Declaration*.
- 4.4.** MMNT Productions S.A.R.L. reserves the right, at its sole discretion, to remove from the premises any individual whose conduct is deemed unsafe, disruptive, or in violation of this Policy, without liability or obligation to the Client.

5. Client Responsibilities

Clients engaging MMNT Productions S.A.R.L. agree to:

- Provide accurate information about special requirements or potential risks related to a shoot.
- Ensure that all client-side participants and visitors comply with studio safety protocols.
- Obtain any necessary permits, licenses, or clearances for external locations.

The Client shall indemnify, defend, and hold harmless MMNT Productions S.A.R.L., its officers, employees, and contractors against any claims, damages, or liabilities arising from the Client's failure to obtain necessary permits, provide accurate information, or ensure compliance with safety protocols by its participants or guests.



6. COVID-19 & Public Health Measures

Where applicable, MMNT Productions S.A.R.L. will follow public health guidance and may require additional measures (e.g., masks, sanitization, social distancing) to safeguard the health of all participants.

MMNT Productions S.A.R.L. reserves the right to postpone, suspend, or cancel any production activities if, in its reasonable judgment, public health conditions present undue risk. In such a case, the Client shall remain liable for any non-refundable costs already incurred.

7. Governing Law & Dispute Resolution

These Terms are governed by and construed in accordance with the laws of the Republic of Lebanon, without regard to conflict of law principles.

Any dispute not resolved amicably within thirty (30) days shall be submitted to the exclusive jurisdiction of the competent courts of Beirut, Lebanon.

8. Links to Other Policies

This *Studio Safety Policy* should be read together with our *Professional Conduct Declaration*, *Booking Terms & Conditions*, and *Service Agreements*. In the event of a conflict, the terms of this *Studio Safety Policy* shall prevail with respect to credits and attributions.

9. Changes to This Policy

We reserve the right to update this *Studio Safety Policy* periodically. Updates will be posted on this page with a revised Effective Date. Continued use of our website after changes are posted constitutes acceptance of the revised policy.



10. Contact Us

Formal legal notices shall only be deemed received upon written acknowledgment by MMNT Productions S.A.R.L. For questions or concerns regarding this *Studio Safety Policy*, please contact:

MMNT Productions S.A.R.L.

Beirut, Lebanon

Management

mmntproductions.com

contact@mmntproductions.com

+961 81 840 673