

Permit Information Package

(STAGE - CAUCUS 3 - ATP/TC/TJ)

I.A.T.S.E. Local 212 Motion Picture and Stage Technicians

International Alliance of Theatrical Stage Employees,
Moving Picture Technicians, Artists and Allied Crafts of the
United States, its Territories and Canada



Suite 201, 208 57 Ave SW
Calgary Alberta Canada T2H 2K8
Ph: (403) 250-2199 Fax: (403) 250-9769
Website: www.iatse212.com E-mail: ia212@iatse212.com

APPLICATION REQUIREMENTS:

Please read the following to ensure you understand the expectations of the Permit Application. Incomplete Applications will be discarded without further notice.

Minimum age requirement to apply is 18 years of age

The film, television and theatrical stage industries are very demanding in the technical areas over which the I.A.T.S.E. has jurisdiction. When the Union supplies personnel to facilitate safe and proficient productions the organization must be able to stand behind each worker, confident that he/she is an experienced, trained, competent, and talented professional. To that end you are advised to consider the following criteria when deciding to pursue your resume submission. Please note that in the past two years, only 10% of the applications submitted advanced to union membership. Permit status will be determined based on the following:

1. Professional training in a specific craft or technical skill.
2. On the job experience (minimum of 20 days).
3. Demonstrated talent in a specific craft or skill area.
4. Understanding of the entertainment industry workplace/environment.
5. Honesty, good character, and professionalism.
6. Subject to department approval based on minimum department criteria.

If after careful consideration, you wish to apply for Permit status with I.A.T.S.E. Local 212, you are asked to remit the following:

- ❖ **Completed "Application for Permit Status" form – see attached.**
- ❖ **Current resume with 20 days of relevant experience listed pertaining to the department.**
- ❖ **Any applicable criteria required by the department you are applying for. See <http://www.iatse212.com/stage.asp#departments> for departmental criteria. This may include certifications, licenses, evaluations, First Aid, etc.**
- ❖ **Completed Self-Assessment form.**

Applications can take up to 3 months to process. You will be notified as soon as your application has been reviewed. Please do not telephone and inquire as to the status of your application. Departments are responsible for reviewing and approving permit applications.

For Information on the following, please visit our Website at www.iatse212.com:

Department Criteria - <http://www.iatse212.com/stage.asp#departments>

Departments currently accepting applications - <http://www.iatse212.com/stage.asp#departments>

Education and Training - <http://www.iatse212.com/membership.asp#education>

APPLICATION INFORMATION

Once your application is submitted:

- It will be forwarded to the area for which you have applied.
- You will be contacted when a decision has been made.
- **DO NOT CONTACT THE OFFICE INQUIRING ABOUT THE STATUS OF YOUR APPLICATION.**
- All communication will take place through written correspondence.
- Certain departments require a course and test be taken through or recommended by I.A.T.S.E 212 prior to being approved. You will be notified of any additional requirements and should check the website on a regular basis.
- Our Education Coordinator will waitlist you for the next available course and you'll be contacted with a date and time.
- Courses and Exams are sporadic and scheduled when Instructors are available. It is recommended that you take the course on the first available date.

Should your application be approved, as a permit holder of I.A.T.S.E. Local 212 a temporary work permit card and Information Package will be sent to you. Please read all information provided at that time. The temporary work permit card **does not** guarantee employment and may be revoked at any time.

Please read before applying....

Where can you go to get proper hands on training?

If you do not have enough experience to apply to Local 212 at this time, and are looking to gain proper skills to prepare for future employment in the Film Industry, the following are recommended by I.A.T.S.E. 212

- Postsecondary institutions such as SAIT, Alberta College of Art (ACA), Mount Royal University, Red Deer College offer great programs and courses that may be relevant to our industry. For more information you can contact the school's registration office.
- Alternatively, visit the small theatres throughout the city to express your interest in gaining experience.
- Consider applying in the future when you can meet all the qualifications as requested by the departments of I.A.T.S.E. Local 212.



PERSONAL INFORMATION FORM

Name: _____

As part of our application process we also require the following information:

Social Insurance Number: _____

Date of Birth (Month / Day / Year): _____ Gender (M / F): _____

All information is kept confidential and is used for the purpose of employment only.

Please complete this form and attach it to your application OR it can be completed when your application has been accepted by the department and a permit card has been issued. If you have any questions or concerns regarding this information, please feel free to contact me.

Thank you,
Dee Picciano
Office Manager
Ph: (403) 250-2199
Fax: (403) 250-9769
Email: drs@iatse212.com



We would like to ensure that we have your consent to receive our electronic communications, including our newsletters, reports, notifications, and other communications that we send from time to time for the purpose of (a) sharing information and (b) establishing, developing and/or managing our relationship with you.

If you wish to continue to receive the electronic communications from us, please sign and date this consent and return it to us.

Date: _____
Month / Day / Year

Printed Name: _____

Signature: _____
Signature is required for validation of consent

If you have any questions or wish to withdraw your consent at any time please contact us at:

Dee Picciano
Office Manager
drs@iatse212.com
#201 208-57 Ave SW
Calgary, AB, T2H 2K8
403 250-2199 extension 320



INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

I.A.T.S.E. LOCAL 212 - PERMIT APPLICATION -

NAME: _____ E-MAIL: _____

CAUCUS 3: ATP/TC/TJ DEPARTMENTS: _____

ADDRESS: _____

CITY: _____ PROVINCE: _____ POSTAL CODE: _____

HOME: _____ CELL: _____ PGR or FAX: _____

Your resume should list your Film, Stage, or Theatre Experience including info such as: Production Company, Title of Production, Position held, Department, Production Location, Immediate Supervisor, Exact Duration of Employment and Reason For leaving.

RELATED EXPERIENCE (Special skills, etc.): _____

EDUCATION (Specialized training, Degrees, Certificates, etc.): _____

LIST OTHER UNION AND GUILD AFFILIATIONS IN FULL: _____

GIVE NAMES AND ADDRESSES OF TWO PEOPLE, NOT RELATIVES WHO CAN VOUCH FOR YOUR HONESTY, CHARACTER, AND PROFESSIONAL Demeanor WITH SIMILAR INDUSTRY KNOWLEDGE AND/OR EXPERIENCE:

NAME	PHONE	EMAIL
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EACH APPLICATION MUST INCLUDE:

APPLICATION FORM

SELF ASSESSMENT FORM

RESUME

PHOTOCOPIES OF ANY EDUCATIONAL CERTIFICATES

I declare that the information herein is accurate to the best of my understanding and acknowledge that I.A.T.S.E. Local 212 reserves the right to revoke permit status at anytime. I also accept responsibility to retain proof of days worked as an I.A.T.S.E. Local 212 Permit (ie. copies of evaluation forms, time sheets, pay stubs, and/or separation slips), and will provide this proof if requested.

APPLICANT'S SIGNATURE: _____ DATE: _____

IATSE, Local 212, CAUCUS 3 (Alberta Theatre Projects, Theatre Calgary, Theatre Junction)
 SELF ASSESSMENT FORM

Name: _____ Date: _____

This form is to give us a general idea of where your confidence and skills lie. Please answer honestly. Thanks.

Please rate yourself in the boxes beside each item

Blank = never or hardly ever

1 = occasionally

2 = confident with supervision

3 = confident with some instruction

4 = confident without supervision

Departments you have training or work experience in.			
Wardrobe	_____	Stage Carpentry	_____
Props	_____	Dresser	_____
Paint	_____	Lighting	_____
Scenic Carpentry	_____	Sound	_____

Skills, Experience, and Tool knowledge that you may possess.

Computer skills on a Mac	_____	Ladders & safety	_____
Computer skills on a PC	_____	Manlifts operation	_____
Stage Directions	_____	Manlifts pushing	_____
Stage Terminology	_____	Fall Protection	_____
Leading Crews	_____	PPE	_____
Knot tying	_____	Headset etiquette	_____
- bowline	_____	CAD programs (list)	_____
- square	_____	_____	_____
- clovehitch	_____	_____	_____
Tape measures	_____	Working at heights	_____
Industrial sewing machine	_____	Fabric dying	_____
Domestic sewing machine	_____	Building accessories	_____
Serger	_____	Fittings with actors	_____
Grommet setter	_____	Shopper/Buyer	_____
Industrial steam iron	_____	Upholstery	_____
Steamer	_____	Carving	_____
Button press	_____	Mold making	_____
Hand sewing	_____	Casting	_____
Hair styling	_____	Photoshop	_____
Costume Cutting	_____	Hot glue gun	_____
Tailoring	_____	Mask use- dust & respirator	_____

SELF ASSESSMENT FORM

Millinery	_____	Stencil burner	_____
Air stapler/nailer	_____	Router	_____
Upholstery tacker	_____	Hammer drill	_____
Scroll saw	_____	Tap and Die sets	_____
Dremel	_____	Stage direction/terminology	_____
Mitre box	_____	Counterweight Fly system	_____
Hot wire	_____	Counterweight loading	_____
Laminate trimmer	_____	Pinrail	_____
Cordless drill	_____	Chain motors	_____
Brad nailer	_____	Block and Tackle	_____
Sanding: - Hand	_____	Rigging	_____
- Random orbital	_____	Drift construction/nicopress	_____
- Belt	_____	Carabiners and shackles	_____
Prep/maintenance for paint	_____	Slings and span sets	_____
Paint priming	_____	Ascenders and descenders	_____
Paint masking	_____	J-bar	_____
Spray painting: – with cans	_____	Scaffolding	_____
-with sprayer	_____	Carpet laying	_____
- Hudson	_____	Dance floor laying	_____
- Airbrush	_____	Masking terminology	_____
- HVLP	_____	Masking hanging/storage	_____
Painting - brush	_____	Reading a wardrobe plot	_____
Painting - roller	_____	Creating a running list	_____
Drawing skills	_____	Quick changes	_____
Vanishing point perspective	_____	Doing show laundry	_____
Read construction drawings	_____	Basic wardrobe repairs	_____
Reading scale rule	_____	Maintain specialty costumes	_____
Drill press	_____	Basic makeup application	_____
Band saw	_____	Specialty/Fantasy makeup	_____
Table saw	_____	Wig dressing	_____
Radial arm saw	_____	Wig/hair pieces application	_____
Compound mitre saw	_____	Facial hair application	_____
Jig saw	_____	Cleaning wigs & facial hair	_____
Reciprocating saw	_____	Bosun's chair	_____
Chain saw	_____	Reading an instrument schedule	_____
Welding	_____	Reading a lighting plot	_____
Mig	_____	Reading a patch list	_____
Plasma torch	_____	Cutting gel	_____
Grinder	_____	Assemble gel/gobos for a hang	_____

SELF ASSESSMENT FORM

Cut off saw	_____	Fixture hanging	_____
Porta band	_____	Fixture focusing	_____
Cabling knowledge	_____	Troubleshoot sound system	_____
Circuit/dimmer knowledge	_____	Burning CD's	_____
Trouble shoot circuiting	_____	Ripping CD's	_____
Trouble shoot wiring	_____	Networking	_____
Wiring set electrics/props	_____	Setting up ClearCom	_____
Fixture knowledge	_____	Troubleshooting ClearCom	_____
Fixture maintenance	_____	Cue Light systems	_____
Fixture repair	_____	Understanding of signal flow	_____
Scroller knowledge	_____	Audio patching	_____
DMX/DATA knowledge	_____	Digital audio consoles	_____
Moving fixture knowledge	_____	Analog audio consoles	_____
Moving fixture maintenance	_____	Mini-disk playback	_____
Moving fixture repair	_____	Computer playback	_____
LX console knowledge (list)	_____	Hanging single speakers	_____
_____	_____	Hanging speaker arrays	_____
_____	_____	Microphone identification	_____
Console maintenance	_____	Lav placement	_____
Fog/haze knowledge	_____	Audio cable coiling	_____
Spotlight operation	_____	Audio cable building	_____
Pani Projector	_____	Audio cable maintaining	_____
Multimeter	_____	Projector hanging/focusing	_____
Soldering knowledge	_____	Advanced projector settings	_____
Live sound mixing	_____	Proj. screen set up/strike	_____
Live sound set-ups/strikes	_____	Changing projector lamps	_____
Wireless technologies set up	_____	Changing projector lenses	_____
Wireless troubleshooting	_____	Video patching	_____
Theatrical playback	_____	Video networking	_____
Dance recital playback	_____	PowerPoint	_____
Powering on and off systems	_____	Other video platforms	_____