

# DGACA-EAST APPLICATION • THE NEW YORK AREA QUALIFICATION LIST

980 Broadway • Suite 221 • Thornwood • New York • 10594

NAME: \_\_\_\_\_

SOCIAL SECURITY (last 4 digits) # XXX-XX-

ADDRESS: \_\_\_\_\_

CELL PHONE # \_\_\_\_\_

HOME/ALTERNATE PHONE # \_\_\_\_\_

CLASSIFICATION APPLYING FOR:  2<sup>ND</sup> AD    1<sup>ST</sup> AD    MC 1<sup>ST</sup> AD    UPM

E-MAIL ADDRESS \_\_\_\_\_

TYPE OF APPLICATION:  Initial    Upgrade    ETW SoCal    Interchange

PROJECT	CAM	MEDIA	TYPE	JOB TITLE	DATES OF EMPLOYMENT	NUMBER OF WORK DAYS			DOCUMENTATION
						PREP/REH	SHOOT	WRAP	
PROD TITLE: _____ PROD CO: _____ DIRECTOR: _____ UPM: _____ ADs/SMs: _____					FROM: _____  TO: _____		STUDIO/LOCAL  DISTANT LOCATION		<input type="checkbox"/> DEAL MEMO <input type="checkbox"/> PAY RECORDS <input type="checkbox"/> PROD REPORTS <input type="checkbox"/> CALL SHEETS <input type="checkbox"/> CREW LIST <input type="checkbox"/> OTHER
PROD TITLE: _____ PROD CO: _____ DIRECTOR: _____ UPM: _____ ADs/SMs: _____					FROM: _____  TO: _____		STUDIO/LOCAL  DISTANT LOCATION		<input type="checkbox"/> DEAL MEMO <input type="checkbox"/> PAY RECORDS <input type="checkbox"/> PROD REPORTS <input type="checkbox"/> CALL SHEETS <input type="checkbox"/> CREW LIST <input type="checkbox"/> OTHER
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Signature: \_\_\_\_\_

Date: \_\_\_\_\_

<b>Page Total:</b>				
<i>For office use:</i>				
<b>Grand Total:</b>				
<i>For office use:</i>				
<i>Previous App:</i>				

NAME: \_\_\_\_\_

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						PREP/REH	SHOOT	WRAP	
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**DIRECTORS GUILD OF AMERICA CONTRACT ADMINISTRATION - EAST**  
980 Broadway • Suite 221 • Thornwood • New York • 10594

**PRODUCTION HEADER / SUMMARY SHEET**

*(A copy of this form must accompany each production)*

YOUR NAME: \_\_\_\_\_

PRODUCTION TITLE: \_\_\_\_\_

DOCUMENTATION

DETAILS

DEAL MEMO: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PAY RECORDS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PROD REPORTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CALL SHEETS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CREW LIST: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

OTHER: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DISTANT LOCATION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<i>For office use:</i>	<i>studio</i>	<i>distant</i>	<i>total</i>
<i>prep</i>			
<i>shoot</i>			
<i>wrap</i>			
<i>total</i>			