

APPLICATION INFORMATION

Thank you for your interest in ACFC West, Local 2020 CEP.

Please read this entire letter before sending your required application material and administration fee. Anyone planning to work in the film industry should have the ability to relate to others, be a team player, and be very flexible. An overall understanding of how departments relate to each other and a basic knowledge of the industry will also determine acceptance into the union.

REQUIREMENTS

- ✓ Completion of a recognized **Film Industry Orientation** course is required. Include photocopy of certificate. Offered at Capilano College at 604-984-4901 or www.capcollege.bc.ca as well as other post-secondary institutions.
- ✓ **WHMIS** Certificate (Workplace Hazardous Materials Information System). Include photocopy of certificate. Contact SHAPE at 604-733-4682 or www.shape.bc.ca as well as other recognized providers.
- ✓ **30 verifiable days worked on professional made for television productions or feature films**, (may vary in some departments) **IN THE POSITION YOU ARE APPLYING FOR.**
- ✓ Completed application in the department you are applying for.
- ✓ Signed Bargaining Authorization - form attached.
- ✓ Current resume **detailing the number of days worked on set.** Please see attached sample resume.
- ✓ Non-refundable application fee of \$85 payable by cash, cheque or money order. Application fee for a second department is \$25. You may apply for a MAXIMUM of two departments.

For more information, please visit our website at www.acfcwest.com. You can also e-mail applications@acfcwest.com or call **604-299-ACFC (2232)**, extension #570. Applications can be mailed or dropped off to the address below.

The \$85 fee is **NOT** a guarantee that you will be accepted as a member. Your application will be reviewed once all criteria are met. Should your application not be approved, you will be able to request re-application in the same department at a later date without charge.

Applications are submitted to the Council at any Council meeting (usually once per month). You will be informed in writing or by phone after your application has been reviewed.

RETAIN THIS COPY FOR YOUR RECORDS



EDITING EVALUATION

POST PRODUCTION EXPERIENCE (Please list most recent credits first):

NAME OF PRODUCTION (Specify Feature, Documentary, etc.)	COMPANY	POSITION	DURATION
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SPECIAL QUALIFICATIONS:

Have you had experience with the following:

	Extensive	Some	None
LAB REPORTS	_____	_____	_____
CAMERA REPORTS	_____	_____	_____
SOUND REPORTS	_____	_____	_____
SOUND REPRINT ORDERS	_____	_____	_____
SCRIPTS	_____	_____	_____
SHOT LISTS	_____	_____	_____
SCRIPT REVISIONS	_____	_____	_____
ADR-LOOPING-FOLEY CUE SHEETS	_____	_____	_____
SOUND MIX CUE SHEETS	_____	_____	_____
COMPOSER CUE SHEETS	_____	_____	_____
UNLABELLED MATERIAL	_____	_____	_____
16 – 35mm MAGNETIC SOUND STOCK	_____	_____	_____
16 – 35 PICTURE	_____	_____	_____
D.A.T.	_____	_____	_____
CD	_____	_____	_____
1 / 4 “ TAPE	_____	_____	_____
24 TRACK MIXING	_____	_____	_____

Cutting Room Equipment – The Bench (indicate working knowledge)

	Extensive	Some	None
MOVIOLA SYNCHRONIZER FOUR GANG 35mm	_____	_____	_____
SOUND HEAD MOUNTED ON SYNCHRONIZER	_____	_____	_____
SQUAWK BOX SOUND READER	_____	_____	_____
RIVAS-CUNNINGHAM PERFORATED TAPE SPLICER	_____	_____	_____
GUILLOTINE TAPE FILM SPLICER	_____	_____	_____

THE FLATBED

		Extensive	Some	None
16 / 35 mm	KEM UNIVERSAL 8 PLATE MODEL	_____	_____	_____
16 / 35 mm	KEM UNIVERSAL 6 PLATE MODEL	_____	_____	_____
16 / 35 mm	INTERCINE UNIVERSAL 8 PLATE MODEL	_____	_____	_____
16 mm	INTERCINE MDL 61/S.R. 6 PLATE MODEL	_____	_____	_____
16 / 35 mm	STEENBECK MODEL ST 6000 – 6 PLATE	_____	_____	_____
16 mm	STEENBECK MODEL ST 6000 – 4 PLATE	_____	_____	_____

THE STANDUP MOVIOLA

		Extensive	Some	None
35 mm	MOVIOLA TABLE TOP MODEL	_____	_____	_____
35 mm	STANDUP MOVIOLA WITH SOUND HEAD	_____	_____	_____
35 mm	MOVIOLA LOCKBOX to SMPTE VID SYS	_____	_____	_____
16 mm	STANDUP MOVIOLA WITH SOUND HEAD	_____	_____	_____

RELATED EXPERIENCE IN THE FILM INDUSTRY

REFERENCES FROM THE FILM INDUSTRY (Producers, Directors, Post Production Supervisors, Supervising Editors, Editors)

FORMAL EDUCATION (including Seminars, Night Courses etc.)

Have you had experience with the following?

	Extensive	Some	None
RUSHES OR DAILIES	_____	_____	_____
SYNCH. OF PICTURE & SOUND	_____	_____	_____
ANSWER PRINTS	_____	_____	_____
RELEASE PRINTS	_____	_____	_____
A AND B WIND	_____	_____	_____
EDGENUMBERS	_____	_____	_____
FILING TRIMS	_____	_____	_____
SOUND DUBBING 1 / 4 " to MAG.	_____	_____	_____
KODAK KEY NUMBERS	_____	_____	_____
EMULSION AND BASE SIDE	_____	_____	_____
SOUND SPEED	_____	_____	_____
ACADEMY LEADER	_____	_____	_____
SMPTE VIDEO NUMBERS	_____	_____	_____
SINGLE SYSTEM	_____	_____	_____
DOUBLE SYSTEM	_____	_____	_____
DIAGONAL CUTTING	_____	_____	_____
STRAIGHT CUTTING	_____	_____	_____
FLASH FRAMES	_____	_____	_____
SLUGGING	_____	_____	_____
TAKE UP LEADER	_____	_____	_____
OPTICAL SOUND TRACK	_____	_____	_____
CATALOGUING RUSHES	_____	_____	_____
NARRATION SCRIPT	_____	_____	_____
CLAPBOARD SLATE	_____	_____	_____
MOS	_____	_____	_____
CUTTING COPY	_____	_____	_____
OPTICAL TRANSITIONS	_____	_____	_____
DISSOLVE	_____	_____	_____
FADES	_____	_____	_____
WIPES	_____	_____	_____
THE FINE CUT	_____	_____	_____
RE-RECORDING	_____	_____	_____
MUSIC EFFECTS LIBRARY	_____	_____	_____
<u>COMPUTERIZED EDITING SYSTEMS</u>	_____	_____	_____
EDIFLEX	_____	_____	_____
MONTAGE	_____	_____	_____
FINAL CUT PRO	_____	_____	_____
AVID	_____	_____	_____

CUTTING ROOM EQUIPMENT – THE BENCH (indicate working knowledge)

	Extensive	Some	None
MOVISCOPE VIEWER WITH SOUND HEAD	_____	_____	_____
VIEW-ED 16 mm VIEWER	_____	_____	_____
PRECISION 16 mm SR. VIEWER	_____	_____	_____
CRAIG 16 mm VIEWER	_____	_____	_____
MOVIOLA REWIND WITH FOUR-REEL SHAFT	_____	_____	_____
35 mm TITWIND & ALUMINUM CORE ADAPTER	_____	_____	_____
"GIMMICK" 16 – 35 DIFFERENTIAL REWIND	_____	_____	_____
ELECTRIC POWER WINDER	_____	_____	_____
ALUMINUM SPLIT REELS	_____	_____	_____

BARGAINING AUTHORIZATION

Name : _____
PLEASE PRINT CLEARLY

"In applying for a membership I understand that the union intends to apply to be certified as my exclusive bargaining agent and to represent me in collective bargaining."

Dated this _____ day of _____, _____
DAY MONTH (Please Spell) YEAR

Signature: _____



SAMPLE RESUME

SUSIE DRIVEWELL

DRIVER – TRANSPORTATION DEPARTMENT

License: Class 6 and 1 w/Air Endorsement; 2001 Hair License #: 98765; W.H.M.I.S; Set Etiquette; Transportation of Dangerous Goods Certificate; Occupational First Aid Level I

SPECIAL ATTRIBUTES

High Rigging & Cable 1000 to 2000 ft; 3 years at Emily Carr Craft Service School; Microsoft Word & Excel

FEATURES

Little Lies Feb/08	Big Lie Production 10 Days	PM: John Doe Coordinator
Superman Dec/07	Superduper Shows 2 Days	PM: Jane Dodo Coordinator
Mr. T. Rules June/07	Mr. T. TV 30 Days	Coordinator: Mrs. T. Special Equipment Driver
Mrs. T. Rules Oct/06	Mrs. T. TV 1 Day	PM: Grandad Doe Coordinator

MOWS

Sun City Jan/08	Sunshine Studios 30 Days	Coordinator: Mr. Sunshine Driver
Cat & Dog Oct/07	Bob Barker Productions 4 Days	Coordinator: Miss Meow Special Equipment Driver
Madison Aug/07	Mad Dog Productions 20 Days	PM: Jonathan Jones Coordinator

TELEVISION SERIES

X-Filez Nov/08	Rainy Day Productions 10 Days	Coordinator: David Duke-Ovny Driver
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AWARDS

Journeyman High Rigger with Safety Ticket; I.C.S. Motor Racing 1st Place; The Annual Peggy Bundy Award for Excellence in Hair and Makeup

REFERENCES

Marsha Brady	Producer/Actor	(604) 456-7890
Hil Clinton	White House Administrator	(818) 240-2440
Don Johnson	Transport Coordinator	(505) 666-6969