

APPLICATION INFORMATION

Thank you for your interest in ACFC West, Local 2020 Unifor

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 **Motion Picture Industry Orientation** course is required. Include photocopy of certificate. Offered through ACTSAFE: <https://actsafe.ca>
- ✓ **WHMIS** Certificate (Workplace Hazardous Materials Information System). Include photocopy of certificate. Offered through ACTSAFE as well as other recognized providers.
- ✓ **60 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.
- ✓ Hand-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, money order, debit or credit card, or e-transfer. To pay with e-transfer use: payments@acfcwest.com and provide your name and department on the subject line. Application fee for a 2nd 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 4535. Applications can be mailed via Canada Post or dropped off to our office at: 108 – 3993 Henning Drive, Burnaby, BC V5C 6P7.

The \$85 fee is **NOT** a guarantee that you will be accepted as a Permittee. 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

TRANSPORTATION APPLICATION

☐ TRANSPORTATION CO-ORDINATOR ☐ CAPTAIN ☐ SPECIAL EQUIPMENT DRIVER
☐ CO-CAPTAIN ☐ DRIVER

*Please mark one

ALL Applicants must include photocopy of a current BRITISH COLUMBIA DRIVERS ABSTRACT and photocopy of BC DRIVERS LICENSE (minimum class 4). Special Equipment Drivers must include photocopy of CLASS 1 BC DRIVERS LICENSE.

NAME: _____

ADDRESS: _____

ADDRESS: _____ POSTAL CODE _____

PHONE: _____ CELL: _____

E-MAIL: _____

I consent using the information in this application for the purpose of representing me as set out in the Unifor Privacy Policy.

I do this _____ day of _____, _____ hereby make application for
DAY MONTH (Please Spell) YEAR

Membership in ACFC West, Local 2020 Unifor. I do further agree that I will accept and fully observe the Constitution and By-Laws of ACFC West now in force or hereafter adopted.

A one-time \$85 **Non-Refundable Administration Fee**, payable by cash, cheque, money order, or Mastercard, Visa or debit, must be submitted with your department application (including additional criteria), original Bargaining Authorization, proof of WHMIS, Motion Picture Industry Orientation Course, and resume.

☐ CASH ☐ CHEQUE #: _____

☐ MASTERCARD/VISA/DEBIT CARD RECEIPT #: _____

SIGNATURE: _____

WITNESS: _____

TRANSPORTATION DEPARTMENT EVALUATION

Do you possess a valid driver's license? No ☐ Yes ☐

Province: _____

License Classification: 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ License Number: _____

With Air? Yes ☐ No ☐

How long have you held this classification? Months _____ Years _____

Do you hold a current Transportation of Dangerous Goods (Clear Language) certification? Yes ☐ No ☐

Expiry Date _____

DRIVING EXPERIENCE (FILMS)

TYPE OF VEHICLE

OF DAYS

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

(Continue on back if necessary)

DRIVER TRAINING COURSES COMPLETED:

CAN YOU DRIVE A STANDARD? YES ☐ NO ☐

RELATED SKILLS:

TRANSPORTATION DEPARTMENT CRITERIA

1. A class 4 license or better.
2. Special Equipment Driver MUST have a class 1 license.
3. Transport Canada regulations require every person handling, offering, or transporting dangerous goods to be re-certified in the new regulations by August 15, 2002.
4. A clean driving record with no serious violations. (documents required)
5. Minimum 30 days or more experience on film set as a driver.
6. The ability to work well with others and to accept mutual responsibility for the conscientious servicing of the productions is a necessary quality in an ACFC West driver.

UPGRADING to Coordinator – must register for ACFC WEST SUPERVISOR COURSE. Call ACFC West office for details. Upgrading to Coordinator or Captain will be dependent on satisfactory performance in this post for at least two productions. The membership must be supportive as any objections to performance in these categories will delay upgrading.

NOTE: It is a condition of membership in this category that you maintain a good driving record at all times.

In order to maintain a high standard within our category it is a prerequisite that you possess at least a Class 4 license and that you present a copy of Driver's Abstract with the application.

In the interest of effectively servicing productions please answer the following questions:

HAVE YOU EVER HAD YOUR LICENSE SUSPENDED? YES ☐ NO ☐
IF YES, WHEN? _____ WHY? _____ HOW LONG? _____

HAVE YOU EVER BEEN CONVICTED OF "DRIVING WHILE UNDER THE INFLUENCE" OR IMPAIRED DRIVING? YES ☐ NO ☐ IF YES, WHEN? _____

ARE YOU FOR ANY REASON (POOR HEALTH OR POOR DRIVING RECORD) A HIGH RISK DRIVER?
YES ☐ NO ☐

Since this is the only category that is totally within the control of a government body it is necessary that you adhere to the laws of the land and that you familiarize yourself with the laws of the jurisdiction in which you may be driving.

Should you at any time fail to satisfy the minimum requirements of this category, it may be deemed necessary that you take appropriate training to improve your status.

COMMENTS:

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 Office

FEATURES

Little Lies Feb/14	Big Lie Production 10 Days	PM: John Doe Coordinator
Superman Dec/13	Superduper Shows 2 Days	PM: Jane Dodo Coordinator
Mr. T. Rules June/13	Mr. T. TV 30 Days	Coordinator: Mrs. T. Special Equipment Driver
Mrs. T. Rules Oct/12	Mrs. T. TV 1 Day	PM: Grandad Doe Coordinator

MOWS

Sun City Jan/14	Sunshine Studios 30 Days	Coordinator: Mr. Sunshine Driver
Cat & Dog Oct/13	Bob Barker Productions 4 Days	Coordinator: Miss Meow Special Equipment Driver
Madison Aug/13	Mad Dog Productions 20 Days	PM: Jonathan Jones Coordinator

TELEVISION SERIES

X-Filez Nov/13	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