



BUSINESS THEATRE AND EVENTS
Letter of Agreement and Security – Single Production

Employer Information		
Company:		Phone:
Producer or Company Contact:		
Address:		
Type of Business:	Corporation <input type="checkbox"/>	Partnership <input type="checkbox"/>
	Joint Venture <input type="checkbox"/>	Sole Owner <input type="checkbox"/>
State in which Articles of Incorporation or Business Certificate is filed:		
Payroll Information		
Type of Payroll:	Employer <input type="checkbox"/>	Paymaster <input type="checkbox"/>
	Federal Employer ID: (self or paymaster)	
Unemployment State and #: (self or paymaster)		
<i>(If you are using a paymaster service, please enter the company's name, address, and phone. Also, enter their federal employer ID, and unemployment insurance information above.)</i>		
Paymaster Company:		
Paymaster Address:		Phone:
Production Information		
Title of Production:		
1st Rehearsal:	1st Performance:	Final Performance:
# of Weeks	# of Actors/SM's Employed: /	Rate of Pay (If above min)
Location of 1 st Rehearsal:		
Location of 1 st Performance:		
<p>The undersigned Producer hereby acknowledges receipt of the current Actors' Equity Association Agreement Governing Employment in Business Theatres and Events. It is agreed that by signing this letter, the undersigned Producer and Actors' Equity shall be deemed to have executed said Agreement and hereby agree to be bound by all its terms and conditions including provisions relating to the arbitration of disputes.</p> <p>Producer agrees to sign all Actors to individual employment contracts using only the contract forms supplied by Equity, and to provide Equity with all required report forms regarding Pension, Health and Union Dues.</p>		

Accepted and Agreed:

(Company)
By _____
(Signature)
By _____
(Signature)

Authorized to Sign Contracts

(Print Name and Title)

(Print Name and Title)

(Residence Address)

Date