



Personnel Category:

(select ONE from reverse)

Production Guide 2008/2009 Listing Form

PLEASE PRINT CLEARLY

Company: _____ advertiser

First Name: _____

Last Name: _____

Phone 1: _____ Check one:
 Biz Cell Pgr Res Toll free

Phone 2: _____ Check one:
 Biz Cell Pgr Res Toll free

Fax: _____ (one only)

E-mail: _____ (one only)

Website: _____ (one only)

Address Line 1: _____

Address Line 2: _____

City: _____ Province: _____ Postal Code: _____

Select Credits and/or Clients (maximum 6):

1. _____ 4. _____

2. _____ 5. _____

3. _____ 6. _____

Other (includes awards, equipment, and business supplies/services; maximum 30 words):

Professional Memberships: DGC IATSE 667 IATSE 849 Other (specify): _____

Completed by: _____ Date: _____

OFFICE USE ONLY:

Receipt # Total Paid: \$ Cheque Cash Money Order



**SELECT ONLY ONE
CATEGORY PER FORM**

Production Guide 2008/2009 Listing Form

PERSONNEL CATEGORIES

- | | | |
|---|--|---|
| <input type="checkbox"/> Accommodations/
Community Liaison | <input type="checkbox"/> Editors: Picture | <input type="checkbox"/> Props |
| <input type="checkbox"/> Accountants: Production | <input type="checkbox"/> Editors: Sound | <input type="checkbox"/> Research |
| <input type="checkbox"/> Animal Wranglers | <input type="checkbox"/> Greens | <input type="checkbox"/> Scenic Paint |
| <input type="checkbox"/> Animators | <input type="checkbox"/> Grips | <input type="checkbox"/> Script Supervisors |
| <input type="checkbox"/> Art Department Coordinators | <input type="checkbox"/> Hair | <input type="checkbox"/> Scriptwriters |
| <input type="checkbox"/> Art Directors | <input type="checkbox"/> Lighting | <input type="checkbox"/> Set Construction |
| <input type="checkbox"/> 1 st Assistant Directors | <input type="checkbox"/> Location Managers | <input type="checkbox"/> Set Decoration/Set Dressing |
| <input type="checkbox"/> 2 nd Assistant Directors | <input type="checkbox"/> Location Scouts | <input type="checkbox"/> Set Designers |
| <input type="checkbox"/> 3 rd Assistant Directors | <input type="checkbox"/> Make-up | <input type="checkbox"/> Sound Personnel |
| <input type="checkbox"/> Camera Personnel: Assistants | <input type="checkbox"/> Marine | <input type="checkbox"/> Special Effects: Technicians |
| <input type="checkbox"/> Camera Personnel: DOPs | <input type="checkbox"/> Music Composers | <input type="checkbox"/> Stills Photographers |
| <input type="checkbox"/> Camera Personnel: Operators | <input type="checkbox"/> Post-Production Supervisors | <input type="checkbox"/> Storyboard Artists |
| <input type="checkbox"/> Casting Services | <input type="checkbox"/> Producers' Assistants | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Costume | <input type="checkbox"/> Production Assistants | <input type="checkbox"/> Unit Managers |
| <input type="checkbox"/> Craft Services | <input type="checkbox"/> Production Coordinators | <input type="checkbox"/> Unit Publicists |
| <input type="checkbox"/> Directors | <input type="checkbox"/> Production Designers | <input type="checkbox"/> Video Assistants |
| <input type="checkbox"/> Directors' Assistants | <input type="checkbox"/> Production Managers | |
| | <input type="checkbox"/> Production Secretaries | |

OFFICE USE ONLY:

Credit Verification:

- | | | | | |
|----|------------------------------------|-------------------------------------|-----------------------------------|-------------------------------------|
| 1. | <input type="checkbox"/> crew list | <input type="checkbox"/> call sheet | <input type="checkbox"/> pay stub | <input type="checkbox"/> key letter |
| 2. | <input type="checkbox"/> crew list | <input type="checkbox"/> call sheet | <input type="checkbox"/> pay stub | <input type="checkbox"/> key letter |
| 3. | <input type="checkbox"/> crew list | <input type="checkbox"/> call sheet | <input type="checkbox"/> pay stub | <input type="checkbox"/> key letter |
| 4. | <input type="checkbox"/> crew list | <input type="checkbox"/> call sheet | <input type="checkbox"/> pay stub | <input type="checkbox"/> key letter |
| 5. | <input type="checkbox"/> crew list | <input type="checkbox"/> call sheet | <input type="checkbox"/> pay stub | <input type="checkbox"/> key letter |
| 6. | <input type="checkbox"/> crew list | <input type="checkbox"/> call sheet | <input type="checkbox"/> pay stub | <input type="checkbox"/> key letter |



Production Guide 2008/2009 - Listing Guidelines

****IMPORTANT INFORMATION****

- ❑ \$6.00 payment (HST included) **must** accompany each form. *Advertisers are entitled to one free listing.* Cash, cheque and money orders (payable to Film Nova Scotia) are the **only** acceptable forms of payment. Forms which are illegible, incomplete, submitted without payment or acceptable credit verification will be returned. **NO FORMS WILL BE ACCEPTED AFTER THE NOVEMBER 9, 2007 DEADLINE.**
- ❑ A minimum of 2 professional credits in film or television are required to be eligible to list in any category in the Personnel section. Verification of new credits (i.e. those not previously listed) must accompany this form. Listing forms will **not** be accepted without relevant verification. Crew lists, call sheets, pay stubs or letters from key personnel are the only acceptable forms of verification. Be advised that information will not be returned; **do not send originals.**
- ❑ You are responsible to select the credits (maximum 6) to be included in your listing. If more than 6 credits are given, only the first 6 will appear in the Guide. A disclaimer will be printed at the beginning of each section stating that credits listed are "limited" and may not fully reflect the individual's complete credentials/qualifications.
- ❑ Editor reserves the right to edit text, and text **will** be edited to conform to 30-word limit if necessary; no confirmation or proof copy will be sent.
- ❑ A separate form must be completed for each category, and only credits in the specified category are acceptable. For example, 1st AD credits cannot be listed in a 2nd AD category listing; a separate listing must be placed in 1st AD category, if eligible.
- ❑ If you do not have a pre-printed listing form, all information must be completed on a blank form; "same as last year" will not be accepted, and your form will be returned. Blank listing forms are available at the Film Nova Scotia office and on the website (www.film.ns.ca).
- ❑ The following contact information is permitted: 2 contact names (not applicable to personnel); 2 phone numbers (specify type); 1 fax number; 1 e-mail; 1 website. Information that exceeds the maximum will not be entered.
- ❑ In lieu of a Producers section, production companies may list up to three producers in their listing.
- ❑ It should be noted that materials supplied for the Production Guide are for purposes of publicity and the confidentiality required by the Freedom of Information Act cannot be ensured. Do not supply any personal information that you wish to remain confidential.
- ❑ Applicants must be residents of Nova Scotia.
- ❑ Listing forms must be returned to Film Nova Scotia by the **November 9th** deadline. As payment is required, fax/e-mail entries cannot be accepted. Due to publishing deadlines, **LATE ENTRIES WILL NOT BE ACCEPTED.**