




## ACTRA TORONTO ALL-INCLUSIVE RADIO CONTRACT AND LIMITED LETTER OF ADHERENCE

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### Welcome to the ACTRA Toronto Interactive Radio Commercial Contract!

This fillable PDF contains multiple variations of calculations for our most popular radio commercials:

- 1 or 2 Radio commercials airing in Toronto for 13 weeks - 2 hours of work time & 4 tag changes
- 1 or 2 Radio commercials airing Nationally for 13 weeks - 2 hours of work time & 4 tag changes
- 1 or 2 Radio commercials airing Nationally for 31 days - 1 hour of work time & 2 tag changes
- 1 or 2 Radio commercials airing Nationally for 7 days - 1 hour of work time & 2 tag changes

Simply complete the contract on the day of production, click the  icon beside the corresponding commercial type and negotiated rate on page 1 and the form does the rest!

If the performer collects HST, click the checkbox on the contract to complete that calculation.

The form must then be printed and signed by the performer and producer.

The breakdown of fees will appear at the bottom of the contract indicating the two net cheque amounts payable. The "Net to Performer" amount is paid to the performer and the "Net to ACTRA" amount is payable to ACTRA Toronto.

When all that is done, submit the document and cheques to:

**ACTRA Toronto,  
Commercial Payment Dept. 1<sup>st</sup> floor,  
625 Church St. Toronto M4Y 2G1**

If you have any questions or concerns or don't see the type of commercial you are producing on our list, please call **416-928-2278** or email [nca@actratoronto.com](mailto:nca@actratoronto.com). A commercial representative will respond within 24 hours.

Find our voice talent here: <https://voice.actraonline.ca/>



## ACTRA TORONTO ALL-INCLUSIVE RADIO CONTRACT AND LIMITED LETTER OF ADHERENCE

Select the type of commercial(s) you are producing by clicking the icon on the far right hand side of this form.

### “ALL-IN” 3 month rates for a Radio spot airing in Toronto only:

These rates include 2 hours of work time, 1 or 2 spots and up to 4 tag changes.

Rate based on minimum guarantee	Net Payable to Performer	Net Payable to ACTRA*	TOTAL	HST PAYABLE TO PERFORMER IF APPLICABLE
100%	508.01	211.89	719.90	78.90
150%	762.01	261.34	1023.35	118.35
200%	1016.02	367.28	1383.30	157.79

### “ALL-IN” 3 month rates for a Radio spot airing Nationally:

These rates include 2 hours of work time, 1 or 2 spots and up to 4 tag changes.

Rate based on minimum guarantee	Net Payable to Performer	Net Payable to ACTRA*	TOTAL	HST PAYABLE TO PERFORMER IF APPLICABLE
100%	597.66	229.34	827.00	92.82
150%	896.48	287.52	1184.00	139.23
200%	1195.31	402.19	1597.50	185.64

### “ALL-IN” rates for a Radio spot airing Nationally for 31 days:

These rates include 1 hour of work time, 1 or 2 spots and up to 2 tag changes.

Rate based on minimum guarantee	Net Payable to Performer	Net Payable to ACTRA*	TOTAL	HST PAYABLE TO PERFORMER IF APPLICABLE
100%	457.27	202.01	659.28	71.02
150%	685.90	246.52	932.42	106.52
200%	914.53	291.03	1205.56	142.03

### “ALL-IN” rates for a Radio spot airing Nationally for 7 days:

These rates include 1 hour of work time, 1 or 2 spots and up to 2 tag changes.

Rate based on minimum guarantee	Net Payable to Performer	Net Payable to ACTRA*	TOTAL	HST PAYABLE TO PERFORMER IF APPLICABLE
100%	305.16	172.40	477.56	47.39
150%	457.73	202.11	659.84	71.09
200%	610.31	231.81	842.12	94.79

\*These rates include 1 or 2 commercials. Includes Performer Health and Retirement Benefits (16% of gross fees). Performer Accident on Set insurance, admin fees and HST.



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RADIO CONTRACT AND LIMITED  
LETTER OF ADHERENCE

PERFORMER: \_\_\_\_\_ ADDRESS: \_\_\_\_\_  
ACTRA #: \_\_\_\_\_ SIN #: \_\_\_\_\_ CITY, PROV., POSTAL CODE: \_\_\_\_\_  
HST #: \_\_\_\_\_ CORPORATE NAME: \_\_\_\_\_  
PHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_ AGENT: \_\_\_\_\_

**PRODUCTION DETAILS**

ENGAGER\*: \_\_\_\_\_ PRODUCTION HOUSE: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ PRODUCER: \_\_\_\_\_  
PHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_  
SPONSOR/PRODUCT: \_\_\_\_\_ PRODUCTION DATE(S): \_\_\_\_\_  
COMMERCIAL NAME(S): \_\_\_\_\_  
TIME IN: \_\_\_\_\_ TIME OUT: \_\_\_\_\_ USE DATES: \_\_\_\_\_

ENCLOSED PAYMENT INFORMATION:

NET CHEQUE TO PERFORMER	NET CHEQUE TO ACTRA	TOTAL FEE

**Breakdown of Total Fee**

<b>RATE</b>	
<b>MIN. GUARANTEE</b>	
<b>GROSS W/O DISCOUNT</b>	
<b>TORONTO DISCOUNT</b>	
<b>GROSS FEES</b>	
<b>4% I&amp;R</b>	
<b>2.25% DUES</b>	
<b>NET TO PERFORMER</b>	
<b>12% I&amp;R</b>	
<b>CSF</b>	
<b>CSF HST</b>	
<b>NET TO ACTRA</b>	
<b>SUBTOTAL</b>	
<b>PERFORMER HST IF APPLICABLE</b>	
<b>TOTAL</b>	

\*By signing this document the Engager agrees to adhere to all rates and conditions contained in the National Commercial Agreement. Payment is due at ACTRA Toronto within 15 business days of the work session. Late payment penalties of \$6.00 per day per performer apply to all late payments.

\_\_\_\_\_  
Performer signature

\_\_\_\_\_  
Producer signature

\_\_\_\_\_  
Date