

# Factsheet #12



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## Commercial Callback Cheques

### Get Paid Sooner

The callback audition fee was introduced to dissuade casting and production personnel from requiring unnecessary second and third auditions and to compensate performers for their expenses.

ACTRA Toronto issues callback cheques to members within five business days from the date we receive the audition sign-in sheets from the casting director.

### Help Us Pay You Sooner

In order to be paid for a second, third (or additional) callback audition, you must write clearly on the sign-in sheet at the audition. We won't be able to get you your callback fee if we can't read your name.

**Please PRINT your name clearly on the sheet. DON'T use your signature. Make sure you indicate the audition number (second, third, etc.). Be sure to fill in the audition call time and time out.**

#### ACTRA - ICA/ACA ACTRA Member Commercial Audition Sign-In Sheet Part A

DATE: \_\_\_\_\_  
(day) (month) (year)

NAME	ACTRA NUMBER	TALENT AGENCY	SPECIAL WARDROBE	SPECIFIC ROLE	AUDITION NUMBER	AUDITION ARRIVAL TIME	AUDITION CALL TIME	AUDITION TIME OUT	INITIAL
<b>PRINT, don't sign your name</b>					<b>IMPORTANT! Put 1, 2 or 3 to show first, second or third audition</b>				

ACTRA Toronto has more than 15,000 members and is the largest organization within ACTRA (Alliance of Canadian Cinema, Television and Radio Artists). As an advocate for Canadian culture since 1943, ACTRA continues to secure the rights and respect for the work of professional performers.

## Keep Good Records

Keep track of your auditions in a datebook or logbook. If you think you're owed money for a callback, you'll need the facts (**date, time, product, audition number, and any other important information**) to verify what you're owed. ACTRA does not keep logs for performers who attend auditions.

## Callback Audition Fee

Performers may be called back for a second and subsequent audition, in which case each performer shall receive \$50.00 per diem per callback audition as reimbursement for their expenses incurred.

## Situations Where Callback Fees Will NOT Be Issued

- No callback fees are paid for first auditions.
- No callback fees are paid for second auditions on SAG-AFTRA (U.S.) spots.
- No callback fees can be paid if your name is illegible on the audition sign-in sheet.
- No callback fees can be paid if ACTRA doesn't have your current mailing address.
- No callback fees will be sent to agents.

## In Case of Non-Payment

Please report non-payment to **Susan Rodriguez** in ACTRA Toronto's Commercial Department at **416.642.6745** or e-mail **srodriguez@actratoronto.com**.

Please provide the relevant information, including:

- **your ACTRA membership number**
- **date of the audition**
- **the product**