

ACTRA

SESSION PAYMENT

Enter your Reference No.
This No must appear on all Residual payments
together with R.P suffix No for this commercial
(i.e. #1 for first residual payment, # 2 for second etc)

No:

INSTRUCTIONS: Session fees for the television, digital media or radio should be forwarded to ACTRA not later than fifteen business days after the work session and should be made payable to the performer. In the case of late payments, Penalty Fees should be added.

Payment Date: Production Date: Branch:

Agency Name:

Street:

City: Prov: Postal Code:

Prod. House Name:

Address:

Sponsor: Product:

Commercial Name or Nos.:

Number of National Commercials	TV	Radio	Digital Media	TV	Radio	Digital Media	Seasonal	Dealer	TV	Radio		
Demo Commercial	TV	Radio	Presentation Demo	Double Shoot Joint Promotion	Info-commercial	TV	Radio	PSA	TV	Radio	Digital Media	AOPP
Local & Regional Addendum	CAT#	TV	Radio	Digital Media	Local & Regional Short Life	CAT#	TV	Radio	Digital Media	Local & Regional AOPP		
Short Life Addendum	TV	7 Days	14 Days	31 Days	45 Days	Changes	7 Days	14 Days	31 Days	45 Days	Changes	
US Use	2404A		Use in other countries	2405			2406	Other:				

Category Symbols:	PP - Principal Performer SOC - Silent On Camera VO - Voice Over	GS - Group Singer GD - Group Dancer DEMO - Demonstrator	BP - Background Performer GBP - Group Background Performer ST/C - Stunt Coordinator	ST - Stunt Performer SA - Specialty Act C - Cartoonist	PT - Puppeteer SS - Solo Singer SD - Solo Dancer	US - Understudy SB - Standby SI - Standin	SV - Single Voice MV - Multiple Voice
Additional Codes:	R - Recall PPR - Pre-Prod'n Rehearsal AWT - Additional Work Time	OT - Overtime TT - Travel Time WC - Wardrobe Call	H-M/C - Hairdressing or Makeup Call NW - Night Work RBD - Rest Between Days	LPP - Late Penalty Payment MPP - Meal Penalty Payment A/I - Audition / Interview	C/A - Creative / Audition BB - Billboard LBT - Limited Broadcast Test T.V.	T - Tags HST - Harmonized Sales Tax GST - Goods & Sales Tax QST - Quebec Sales Tax	

ACTRA ID or Permit #	Performer Name	Pay Perf.	Category	Session Fee	Above Min Fees		Additional Payment				AOS	Gross Fees	Less Member Dues 2.25%	Less 4% Deduction	Net Fee Payable to Performer
					Session	Residual	Code	Fee	Code	Fee					
		GST: <input type="checkbox"/>													
SIN	ENGAGER CONTRACT #	HST: <input type="checkbox"/>													
		QST: <input type="checkbox"/>													
		GST: <input type="checkbox"/>													
SIN	ENGAGER CONTRACT #	HST: <input type="checkbox"/>													
		QST: <input type="checkbox"/>													
		GST: <input type="checkbox"/>													
SIN	ENGAGER CONTRACT #	HST: <input type="checkbox"/>													
		QST: <input type="checkbox"/>													
		GST: <input type="checkbox"/>													
SIN	ENGAGER CONTRACT #	HST: <input type="checkbox"/>													
		QST: <input type="checkbox"/>													

D. Total AOS	A. Total Gross Fees	B. Total Dues	Total 4%
Tax on AOS			12% of Box A
E. Total AOS	Total Remittance payable to ACTRA I & R (16% of Gross Fees) Cheque # 1		Total 16%

PRODUCER

SIGNATURE

No. of Commercials produced at Session <input type="text"/> TV <input type="text"/> RADIO <input type="text"/> DIGITAL	ACTRA GST/HST #: R134385111 QST #: 1006293090TQ0001 In Quebec apply QST on top of GST to Box C	ACTRA Contract Service Fee TV: \$300.00 Per Commercial Radio: \$150.00 Per Commercial Digital Media (Video): \$75.00 Per Commercial Digital Media (Audio): \$35.00 Per Commercial For Discounts See Contract Services Fees (Article 2901)	Total ACTRA C.S.F. Payable to ACTRA:	Contract Service Fee	GST/HST	QST	C. Total C.S.F.	Total Box B + C + E Payable to ACTRA Cheque #2
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Employer's Contribution