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## **HOW TO APPLY TO THE UNION**

1. Attend [NABETiquette](#), our half-day set etiquette and protocol workshop
2. Fill out a [Permittee Application](#) for Permittee Status
3. Once accepted as a Permittee, accumulate \$2000 in Permittee Fees for Membership eligibility
4. Meet all departmental specific Membership criteria
5. Attend a swearing-in ceremony

## **BECOMING A PERMITTEE WITH NABET 700-M UNIFOR**

To Join NABET 700-M UNIFOR, you must first become a Permittee. Permittees are eligible to work on NABET 700-M UNIFOR signatory productions after all available Members have been considered for work opportunities.

To apply as a Permittee, you are required to provide the following:

1. Record of a minimum of 40 days relevant working experience in television and film in the department to which you are applying to. You may apply to multiple departments but you must submit a separate application for each department you apply to.
2. Attend a NABETiquette\* and submit your certificate of completion. Please note that NABETiquette certificates are only valid for two (2) years from the date the course is completed.

**\*\$100 NABETiquette fee (which includes the application fee) is waived for all Unifor Local 222 Members.**

3. Your application needs to be proposed (signed) by a NABET 700-M UNIFOR Member in good standing in the department to which you are applying. NABET 700-M UNIFOR's Apprenticeship Program is a great way to learn skills of the trade by a NABET 700-M UNIFOR Member.
4. Certifications of completion for the Ministry of Labour mandatory Worker Health & Safety and Supervisor Health & Safety.

Depending on the number of productions running, the application approval process can take up to 8 – 10 weeks. Applicants will be contacted by NABET 700-M UNIFOR about their application status.

The application package and general information can be found on our website:

<http://www.nabet700.com/applicants/>

## **HOW TO OBTAIN YOUR 40 DAYS OF RELEVANT EXPERIENCE**

We understand that the biggest hurdle to overcome for many applicants who are new to the industry is getting their days of relevant experience. If you do not have the 40 days experience necessary to apply as a permittee, you may consider one of the following options:

1. Participate in our [Apprenticeship Program](#) which offers participants paid placement opportunities where they will receive hands-on training and accumulate their days of on-set experience on NABET 700-M UNIFOR signatory productions. This is also a great way to obtain a proposer for your application.
2. Seek out work experience on independent and non-union productions by calling places like the Canadian Film Centre to see if they have any projects in production looking for assistance. Keep in mind that in many cases, these opportunities may be unpaid.

## **PERMITTEE TO MEMBER PATHWAY**

Certain departments have specific Permittee and/or Membership requirements, please refer to the chart below to ensure you meet all necessary criteria:

1. Once approved as a Permittee you will be able to call-in your availability on a weekly basis. When your department has considered all its Members for employment opportunities, our Crewing Department will begin calling Permittees.
2. As a Permittee, each time you work on a NABET 700-M UNIFOR production, 7% of your gross pay will be deducted and remitted to the Union, this is your *Permittee Fee*. When you have accumulated a minimum of \$2000 in Permittee Fees in one department, you are eligible to be considered for full Membership within the Union in that department, providing that you meet any other departmental Membership criteria and your work history is reviewed.
3. You will be contacted by the Union for any additional department specific criteria that must be met. Please see the criteria listed in the chart below.
4. Once all criteria(s) are met, Permittees will be required to attend a swearing-in\* ceremony.

\*\$250 initiation fee is waived for Unifor Local 222 Members.

5. You are now a Member!

<b>DEPARTMENT</b>	<b>PERMITTEE REQUIREMENTS</b>	<b>MEMBERSHIP REQUIREMENTS</b>
<a href="#">CONSTRUCTION</a>	- Construction Department Permittee Checklist	N/A
<a href="#">CONTINUITY</a>	- Continuity Department Experience Form - Applicants must pass a Basic Skills Trade Test	N/A
<b>COSTUME</b>	- Applicants will be required to attend a permit interview panel as part of the application process	N/A
<b>GRIP</b>	N/A	- Valid Working at Heights and Aerial Lift Certificates
<a href="#">HAIR</a>	- Photocopy of current valid Ontario hairdressing licence - Items on the basic hair list kit - Minimum 3-5 licensed years of practicing hairdressing	- Pass the Hair Department Trade Test

	<ul style="list-style-type: none"> <li>- Two letters of reference from licensed hairdressers specifically stating why they find you to be suitable for this industry and department</li> <li>- Resume which clearly states previous job duties, exact days worked, name of supervisor and contact numbers</li> <li>- Hair Application Attachment</li> </ul>	
<b>LABOUR</b>	N/A	N/A
<b><u>LIGHTING</u></b>	<ul style="list-style-type: none"> <li>- Check your skill set against the list of departmental criteria</li> <li>- You MUST have one (1) NABET 700-M UNIFOR Best Boy/Girl AND one (1) member in good standing propose your application</li> </ul>	<ul style="list-style-type: none"> <li>- Valid Working at Heights and Aerial Lift Certificates</li> </ul>
<b><u>MAKEUP</u></b>	<ul style="list-style-type: none"> <li>- Pass a written test administered at the office</li> <li>- You MUST have a NABET 700-M UNIFOR Makeup member propose you*</li> </ul> <p>*Please note that the endorsement signature is valid up to 1 (one) year from the date the application was signed by the endorser.</p> <ul style="list-style-type: none"> <li>- Applicants will be required to attend a permit interview panel as part of the application process</li> </ul>	<ul style="list-style-type: none"> <li>- Pass the Makeup Department Trade Test</li> </ul>
<b><u>PAINT</u></b>	<ul style="list-style-type: none"> <li>- Check your skill set against required skills listed on technical profile</li> </ul>	N/A
<b><u>PROPS</u></b>	<ul style="list-style-type: none"> <li>- Check your skill set against the list of departmental criteria</li> </ul>	<ul style="list-style-type: none"> <li>- A permittee must have worked on three (3) different NABET 700-M UNIFOR projects headed by three (3) separate Props Masters</li> </ul>
<b><u>SET DECORATION</u></b>	<ul style="list-style-type: none"> <li>- Check your skill set against the list of departmental criteria</li> </ul>	N/A
<b>SOUND</b>	N/A	N/A
<b>SPECIAL EFFECTS</b>	N/A	N/A
<b><u>TRANSPORTATION</u></b>	<ul style="list-style-type: none"> <li>- Must have valid DFZ or AZ class driver's licence</li> <li>- Driver's abstract that is no more than 30 days old</li> </ul>	<ul style="list-style-type: none"> <li>- A valid AZ class driver's licence</li> </ul>

## **FAST TRACKING**

The Executive Board has the ability to accept applicants directly into membership on a case-by-case basis, for individuals with a substantial body of work and experience that would immediately enhance their respective departments and membership in general. The Fast Tracking policy applies to those who have never been a Member (including Permittees).

Fast Track applications must include:

- A letter of intent,
- Resume,
- MOL health and safety certificates,
- Reference letters, and
- Any additional department specific criteria.

## **MEMBERSHIP PRIVILEGES**

Members are to call-in their availability on a weekly basis.

When you are a Member, 2% of your gross earnings will be deducted and remitted to the Union. These are your *Working Dues* and they are capped at \$500 per calendar year. Quarterly dues are \$150 and are due at the beginning of each quarter. It is the Members' responsibility to pay them to the Union before the deadline. Unpaid quarterly dues can result in suspension or expulsion.

## **TRAINING AND PROFESSIONAL DEVELOPMENT**

NABET 700-M UNIFOR is committed to developing training programs that will increase the number of qualified Technicians who are available to service the ever-changing needs of the film and television industry. The Union offers Members and Permittees a wide variety of training programs year-round that aid in their continued professional development and skill set building.

When Members take training related to their position and department, they are eligible for up to and including, a 50% reimbursement from the Union.