

The Schedule A (production report) is to be submitted within 48 hours of wrap to music@sagaftra.org . Note the following instructions regarding the Schedule A:

- This is a fillable form and we ask that it be filled out as such so that we can fully identify all performers as this form is used to Taft Hartley.
- The Schedule A must be filled out per production day (rehearsals are production days and are to be listed under the rehearsal column).
The report cannot be compounded
- If the budget is under \$50K, only the top portion needs to be filled out, unless paying H&R contribution
- All principal performers are to be listed on the Schedule A and first ten (10) background actors for budgets over \$50K
- All columns past hours worked are dollar amounts (ie. meal break is the penalty amount and not length of break)
- If column is not applicable, please leave blank
- H&R is 13.5% of total gross compensation. Payroll is to handle the H&R payment. Please forward an emailed copy of the payroll edit and payment.

