



Dubbing Agreement Producers Guide & FAQ

In order to hire SAG-AFTRA members, productions must first be signed to the Modified Dubbing Agreement. This guide is designed to give you a preview of the process to help get you started.

We have also included an FAQ that explains terminology found in the agreements and answers to some of the most commonly asked questions.

Dubbing Defined:

The Dubbing Modification Agreement (“Dubbing Agreement”) covers the employment of performers or the purpose of dubbing English language sound track to be used in connection with foreign language motion pictures. It is understood that “dubbing” as used in this Agreement refers to the recording of dialogue in English to substitute for dialogue in another language or the replacement of English dialogue because the original performance lacked the appropriate fluency in English. The dubbing Performer must work “to picture”, synchronizing the on and off-camera dialogue of the English language script adaptation. “Looping” is not covered hereunder except, however, in circumstances where a star Performer loops their own performance in a foreign produced motion picture in association with dubbing Performers. Otherwise, looping and ADR work are covered by the Basic Agreement.

Pre-Production - Step 1:

To begin working with SAG-AFTRA, start by sending the following documents to Voiceover@sagaftra.org: (These are the steps you must take prior to your first day of recording. We recommend giving yourself at least two weeks).

- Preliminary Information Sheet (This is your application)
- Provide a weblink of the original foreign language project, copy of the original foreign-language script, a translated English script, or any other identifying information (such as an IMDb link to the original production) so that SAG-AFTRA can verify that the project qualifies under the Dubbing Agreement.

You will then be assigned a Business Representative who will work with you throughout your production. Your Business Representative will review your paperwork and email you to submit additional documents to complete and return, which include:

- Company Structure Documents
 - Corporation: Provide your Articles of Incorporation, state filing receipt, and executed Bylaws.
 - Limited Liability Corporations (LLC): Provide your Articles of Organization, state filing receipt, and executed Operating Agreement.
- Company Authorization Form (Confirms the person authorized to sign the paperwork)
- Pre-Production Cast List (A list of performers you intend to hire for the project)

- Dubbing Agreement Letter of Adherence
- Theatrical Letter of Adherence
- SAG-AFTRA Health Plan Letter of Adherence (This document acknowledges that you will pay contributions in addition to the performers salary)

Production- Step 2:

Once your Business Representative has received your completed and signed paperwork, they will confirm that your production is cleared to work with SAG-AFTRA members and will email you the production ID number and the following production paperwork.

-Cast Clearance/Station 12: All performers must be current on their dues and in good standing before they work for you. Our Cast Clearance Department allows you to verify the performer's status either online, by registering and completing the request form on our website here [Cast Clearance Access Request Form](#), by calling (323) 549-6794 or by emailing the Station 12 form to castclearance@sagaftra.org.

-Taft Hartley Report: For any performers who are not yet SAG-AFTRA members will receive the status of "NR" (no record) from Cast Clearance. This lets you know that you must submit a Taft-Hartley Report to your Business Representative, with the performer's headshot and resume. The Taft-Hartley will notify our system that this performer has worked on a SAG-AFTRA project for the first time and it is the first step for the performer to become eligible to join the Union. As long as the performer is deemed to be a qualified professional performer, there is no penalty to the producer for hiring the performer and submitting a Taft Hartley Report. A "qualified professional performer" is a person who has had prior employment as a motion picture performer at least once within the last three years.

-Performer Contract: Fill out and give to each performer prior to or on their first day of work. Both parties should sign the contract and the performer must be given a fully executed copy. (Please send copies to your Business representative)

-Production Time Report (Exhibit G): This form logs performers' work time each day. Each performer must confirm their times on the timesheet and sign the form for each day of work. (Please send copies to your Business representative)

-Health Plan Contributions Form: Your payroll company may do this for you, but if not, complete a SAG-AFTRA Health Plan contribution form and mail it, along with the check, to the SAG-AFTRA Health Plan office or pay electronically using the [Contributions Manager](#) on the SAG-AFTRA Plans website.

-Final Cast List: Once all performers have completed work on your project the Final Cast List must be completed and returned to your Business Representative.

Payment of the session fee for services rendered shall be made not later than 15 working days after the day or days of employment. We recommend that you utilize the services of an experienced entertainment payroll company to process the performer payments, taxes, withholdings, and SAG-AFTRA Health Plan and SAG-Producers Pension contributions. Submit copies of the payroll invoices to voiceover@sagaftra.org.

Post Production- Step 3:

After production, ensure that you have submitted all of the following documents to voiceover@sagaftra.org.

- Performer Contracts
- Timesheets (Exhibit G)
- Final Cast List
- Payroll Invoices

If you have any questions, please contact your Business Representative or the Voiceover Department at (323) 549-6815.

Dubbing FAQs:

What are Dubbing Categories?

Under the Dubbing Agreement, rates and residuals are based on the initial exhibition which fall under two categories:

Category I: Live action or animated foreign language motion picture to be dubbed into English for the purpose of theatrical exhibition, Network Prime Time Television exhibition, or exhibition on a subscription video-on-demand (“SVOD”) consumer pay platform with 15 million or more subscribers on the start date of the project in the United States and/or Canada.

Network Prime Time Television are programs broadcast on ABC, CBS, The CW, FBC (Fox), and NBC between the hours of 8:00pm to 11:00pm daily except 7:00pm to 11:00pm on Sundays.

Category II: Live action or animated foreign language motion picture to be dubbed into English for initial exhibition in any market (e.g., broadcast, cable, and pay television, new media/streaming, home video, airline) other than those covered by Category I.

What is the residual payment for each category?

Category I: The producer shall pay an additional 50% of the performers initial compensation concurrently with payment for the session to obtain all rights, in perpetuity, to exhibit and distribute the dubbed motion picture in any medium.

Category II: The Producer, by payment of the initial compensation, obtains rights, in perpetuity, to exhibit and distribute the dubbed motion picture in any medium with the exception of those covered by Category I.

-If a Category II production has a subsequent release in a theatrical market, Network Prime Time Television exhibition, or exhibition on a SVOD consumer pay platform with 15 million or more subscribers (at the time of the license agreement) in the United States and/or Canada, Producer shall convert the production to Category I. If so converted, the production shall be deemed to be a Category I production for all purposes including the obligation to pay all Performers an additional 50% of the Performers' initial compensation. All payments shall be made prior to the Category I exhibition.