

**Directors Guild of America—Producer Pension and Health Plans Contributions Report Form: Vacation Pay and Completion of Assignment Pay** (do not use for Regular Earnings)

For projects produced on or after July 1, 2011 under the Basic Agreement/Freelance Live & Tape Television Agreement (do not use for commercials or projects produced under other agreements)



**Employer Information**

<b>Employer Name</b>	<b>Contact Person</b>
<b>Address</b>	<b>Phone Number</b>

**Report Information**

<b>Total Contributions Reported</b> (Note 1) <b>\$0.00</b>	<b>Liquidated Damages/Interest</b> (Note 2)
<b>Check Number</b>	<b>Date Report Prepared</b>

Employee Information				Project Information					Salary	Contributions
Last Name	First Name	Cat Code	Social Security Number (Note 3)	Project and/or Episode Title, Residual Run #, Clip Title	V or C (Note 4)	Work Period Begin Date	Work Period End Date	# of Work Days	Paid or Accrued (Note 5)	Employer Health 14.5%
<b>TOTALS</b>									\$	\$

Please make checks payable to **DGA—PRODUCER PENSION & HEALTH PLANS, INC.** and mail to:

**DGA—Producer Pension and Health Plans**  
**8436 W 3rd St Ste 900**  
**Los Angeles CA 90048-4189**  
**Attn: Contributions Department**

If you have any questions regarding this form you can contact us at (323) 866-2200, ext. 567 or toll-free at (877) 866-2200, ext. 567. Our fax number is (323) 653-2375.

Additional copies of this form are available online at [www.dgaplans.org/producers](http://www.dgaplans.org/producers).

**List of Valid Category Codes**

- |                                       |  |
|---------------------------------------|--|
| Director: DR                          | Associate DR/Technical Coordinator: AT |
| 1st AD/2nd AD: 12                     | Audience Switcher: SW                  |
| 1st Assistant Director: 1A            | Key 2nd Assistant Director: K2         |
| 2nd 2nd AD/Location Manager: 2L       | Location Manager: LM                   |
| 2nd 2nd Assistant Director: 3A        | Multicamera UPM: UM                    |
| 2nd Assistant Director: 2A            | Stage Manager: SM                      |
| 2nd Unit Assistant Director: A2       | Technical Coordinator: TC              |
| 2nd Unit Director: D2                 | Unit Production Manager: UP            |
| Additional 2nd Assistant Director: 4A | UPM Staff Executive: SU                |
| Assistant Director-Multicam: 1M       | UPM/1st Assistant Director: U1         |
| Associate Director: AD                | UPM/Producer: PR                       |
| Associate DR/Stage Manager: AS        |  |

**Notes**

- Contributions are due by the last day of the month after the month that compensation is earned or accrued.
- The greater of liquidated damages or interest will be charged for late contributions.
- A Social Security Number is required. Federal ID numbers are not acceptable.
- Please indicate "V" for Vacation Pay or "C" for Completion of Assignment Pay in the V or C column.
- Refer to Article 12 of the Basic Agreement or Articles 11 and 12 of the Freelance Live & Tape Television Agreement for definition of salary and contribution ceilings.

**For Administrative Use**

Producer Number
Reference Number
Entry Date
Prepared By