

Commercial Agreement: Vacation Contributions Report Form

(Use separate form for Regular Earnings)



Employer Information

Employer Name	Contact Person
Address	Phone Number
Choose One: <input type="checkbox"/> AICP <input type="checkbox"/> Non-AICP	

Report Information

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

Employee Information				Project Information				Salary	Contributions
Last Name	First Name	Cat Code	Social Security Number (Note 3)	Project or Commercial Name	Work Period Begin Date	Work Period End Date	# of Work Days	Paid	Employer Health 14.5%
TOTALS								\$	\$

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

DGA–Producer Pension and Health Plans  
5055 Wilshire Blvd Ste 600  
Los Angeles CA 90036  
Attn: Contributions Department

If remitting payment electronically, please email this report to: [contributions@dgaplans.org](mailto:contributions@dgaplans.org)  
Additional copies of this form are available online at [www.dgaplans.org/producers](http://www.dgaplans.org/producers)  
If you have any questions regarding this form you can contact us at (323) 866-2200, ext. 567.

List of Valid Job Category Codes

- DR – Director

DP – Principal Director

1A – 1<sup>st</sup> Assistant Director

1P – Principal 1<sup>st</sup> Asst. Director

1S – Staff 1<sup>st</sup> Assistant Director

2A – 2<sup>nd</sup> Assistant Director

2P – Principal 2<sup>nd</sup> Asst. Director

2S – Staff 2<sup>nd</sup> Assistant Director
- UP – Unit Production Manager

PU – Principal UPM

12 – 1<sup>st</sup> AD/2<sup>nd</sup> AD

2L – 2<sup>nd</sup> 2<sup>nd</sup> AD/Location Manager

3A – 2<sup>nd</sup> 2<sup>nd</sup> Assistant Director

4A – Additional 2<sup>nd</sup> Assistant Director

U1 – UPM/1<sup>st</sup> Assistant Director

Notes

- 1) Employer contributions are to be made on a monthly basis, no later than the last day of each month for compensation earned during the preceding month.
- 2) The greater of liquidated damages or interest penalty will be charged for late contributions.
- 3) A Social Security number is required. Federal ID numbers are not acceptable.

For Administrative Use

Producer Number

Reference Number

Entry Date

Prepared By