XVIA.   Project Information Sheet

The Producer shall provide written notice to the IATSE General Office with the following information, if known (or may submit the information, if known, in the form of a Project Information Sheet, attached as "Exhibit B" to this Agreement) for each theatrical motion picture, television motion picture and covered New Media production on which employees are employed under this Agreement no later than two (2) weeks after opening a production office for such motion picture or production.

Such notice shall contain at least the following information, if known:

(a)   Project Title;

(b)   Signatory Employer;

(c)   Production Compan(ies), if different from Signatory Producer;

(d)   Project type (feature, television, direct-to-video/DVD or New Media);

(e)   Applicable Special Conditions sideletter or New Media sideletter, if any;

(f)   Whether the covered New Media production is a "Mid-Budget SVOD" Program covered by the Sideletter re: Productions Made for New Media in the Basic Agreement;

(g)   Applicable "High Budget SVOD" budget tier and subscriber tier for a "High Budget SVOD" Program covered by the Sideletter re: Productions Made for New Media;

(h)   Number of episodes in the initial order;

(i)   Production office address and phone number;

(j)   Line Producer/UPM/Labor Relations contact(s) with phone number(s) and email address(es);

(k)   Payroll service, if applicable.

For episodic series, it is understood and agreed that the foregoing requirement is satisfied by providing a notice (or Project Information Sheet) at the commencement of production of the first season of such episodic series.

For productions on which employees covered by this Agreement and/or the Area Standards Agreement are employed, it is understood and agreed that only one (1) combined notice or Project Information Sheet need be submitted.

This provision shall not apply when employees are hired under this Agreement to work outside the United States.

There shall be no penalty for inadvertent failure to comply with this provision.