

# Membership Application 2019

Dear Applicant,

Attached are the Application Materials for Membership in the Costume Designers Guild, Local 892 of the International Alliance of Theatrical Stage Employees. The fully completed and signed application and the required supporting materials should either be faxed to:

(818) 848-2802 (FAX)

mailed / delivered to:

**Costume Designers Guild, Local #892**  
**Attn: Suzanne Huntington, Member Services Administrator**  
**3919 W. Magnolia Blvd.**  
**Burbank, CA. 91505**

emailed to: [shuntington@cdgia.com](mailto:shuntington@cdgia.com)

If you have questions after reading this application, you may contact the Guild Office:

(818) 848-2800

We appreciate your interest in becoming a member of the Costume Designers Guild, Local 892 of the International Alliance of Theatrical Stage Employees and look forward to welcoming you.

Sincerely,

Rachael Stanley  
Executive Director  
Costume Designers Guild



**COSTUME  
DESIGNERS  
GUILD**

# Fill in all requested information and provide the requested materials.

Your application will be reviewed and you may be requested to come in for an in-person interview.

**Date of Application:** \_\_\_\_\_  
MM DD YY

**Membership Type:**  Costume Designer  
*Select only one.*  Assistant Costume Designer  
 Costume Illustrator  
 United Scenic Artists, Local 829 member joining Local 892 as a Costume Designer

**First Name:** \_\_\_\_\_

**Middle Name:** \_\_\_\_\_

**Last Name:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_  
MM DD YY

**Address1:** \_\_\_\_\_

**Address2:** \_\_\_\_\_

**City:** \_\_\_\_\_

**State:** \_\_\_\_\_

**Zip/Postal Code:** \_\_\_\_\_

**Country:** \_\_\_\_\_

**Phone:** (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**Cell:** (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**Fax:** (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Agent/Contact:** \_\_\_\_\_

**Social Media:** \_\_\_\_\_

**Website:** \_\_\_\_\_

**Education:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Other Union Local Affiliations:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please also attach all the following items. Your application will not be processed until all materials are provided.**

1. Resume
2. Short Biography
3. Passport-type Photo
4. Three signed letters of recommendation (Someone you have worked for in the capacity of which you are applying. Example: director, line producer, etc.)
5. Independent documentation of relevant job classification from a deal memo, crew list or call sheet, or a DVD screenshot with credits (Independent documentation needed for Costume Designer and Asst. Costume Designer only. Illustrators do not need to provide this documentation.)

**Indicate relevant experience.**

Select **one** of the following items as applicable to your relevant experience **and** attach independent documentation via deal memo, complete crew list, call sheet, or screenshot of your credits directly from the DVD to verify your experience:

1.  You were working on a non-union production that was organized into a union production by the International Alliance of Theatrical Stage Employees (IATSE). List (1) name of the production, (2) production company **and** (3) your credit (attach the relevant documentation)
2.  You have worked on at least one feature motion picture or television project, commercial, or music video for commercial release with a screen credit as the Costume Designer, Assistant Costume Designer, Supervisor, or Costumer (depending upon the applied for membership classification). Live entertainment (theatre, pageants, etc.) are covered by other union locals and do not qualify for our membership. Student projects do not qualify as credits for our membership. List (1) name of the production, (2) production company **and** (3) your credit (attach the relevant documentation)

**Applicant Signature (required)** \_\_\_\_\_

**Date** \_\_\_\_\_

## About the Costume Designers Guild

We are happy that you have decided to apply for membership in the Costume Designers Guild, Local 892 of the International Alliance of Theatrical Stage Employees. We are a creative group of professional motion picture and television Costume Designers, Assistant Costume Designers, and Illustrators who have joined together as a union organization. Local 892 serves as a community where members can support each other, share ideas, and shape future union policy. Local 892 protects our members' wages and working conditions. After certain on-the-job-hours are accumulated in a qualifying period, members may become eligible for health insurance and pension benefits that are among the best in the industry. There are many additional benefits of being a member of Local 892. However, it should be noted that the Local does not find work for its members or act in any manner as an employment agency.

The Costume Designers Guild is Local 892 of the International Alliance of Theatrical Stage Employees ("IATSE" or "IA"). The purpose of the IA as stated in its Constitution & Bylaws is: "To achieve, by organization and mutual endeavor, the improvement of the social and economic conditions of employees identified with the theatrical, moving picture, entertainment, amusement and commercial or industrial show industries of the United States and Canada, working in any of the crafts classifications or categories referred to in Article Eighteen, Section 10, of this Constitution, or in any other craft, classification or category over which this Alliance exercises or may exercise jurisdiction or with respect to whom this Alliance holds or may acquire bargaining rights; to insure the maintenance of a fair rate of wages for services competently rendered; to assure the employment of all members in these industries; and to secure to ourselves by unity of action such benefits as are rightfully ours, pledging ourselves in all difficulties to accept wise, honorable and conservative mediation, that equity maybe maintained." Local 892 is just one of 22 Hollywood union locals under the IATSE umbrella.

We join together 3 times a year for a general membership meeting and have numerous committees that welcome the membership's participation. A directory of Local 892 members is published from time to time. A newsletter/magazine is sent bi-monthly to members to keep them informed of ongoing activities. Local 892 honors its members at a glamorous awards dinner each year in February.

# Membership Requirements

You must meet one of the requirements listed under the classifications below. Upon acceptance of application and documentation, an in-person interview may be conducted.

## Costume Designer Membership Requirements

1. Costume Designer on a non-union production that was organized into a union production by the International Alliance of Theatrical Stage Employees (IATSE). Independent documentation of credit from a deal memo, crew list or call sheet must be provided.
2. Costume Designer on at least one (1) feature motion picture, television production, commercial, or music video made for commercial release, with independent documentation from a deal memo, crew list, call sheet, or DVD screenshot with credits, and three (3) signed letters of recommendation from Costume Designers or working professionals that are knowledgeable about your skills. *Live entertainment (theatre, pageants, etc.) are covered by other union locals. Student projects are not acceptable credits.*
3. Costume Supervisor (as a member of Local 705) on at least one (1) feature motion picture or television production for commercial release, with independent documentation from a deal memo, crew list, call sheet, or DVD screenshot with credits that you were the sole supervisor of both men's and women's costumes (a production that did not have a costume designer) and three (3) signed letters of recommendation from Costume Designers, Line Producers, or Directors that you have worked for in the capacity of costume designer.

## Assistant Costume Designer Membership Requirements

1. Assistant Costume Designer on a non-union production that was organized into a union production by the IATSE. Independent documentation of credit from a deal memo, crew list, DVD with credits, or call sheet must be provided.
2. Assistant Costume Designer, Costume Supervisor or Costumer on at least one (1) feature motion picture or television production, commercial or music video for commercial release, with independent documentation from a deal memo, crew list, DVD screenshot with credits or call sheet and three (3) signed letters of recommendation from Costume Designers, Line Producers, or Directors that you have worked for in the capacity of assistant costume designer. *Live entertainment (theatre, pageants, etc.) are covered by other union locals.*

## Costume Illustrator Membership Requirements

1. Three (3) signed letters of recommendation from Costume Designers, employers or other professionals who are knowledgeable about your skills directly related to costume illustration.

## USA Local 829 Costume Designer joining Local 892 as a Costume Designer Membership Requirements

1. Member of United Scenic Artists, Local 829 applying to join Local 892 in the Costume Designer classification and providing documentation of good standing with Local 829 at the time of application.
2. Three signed letters of recommendation from Costume Designers, Line Producers, or Directors that you have worked for in the capacity of costume designer.

# Membership Acceptance Fee Schedule and Payment Options: Costume Designer

Please note "Important Payment Information" following this schedule in regard to deadlines, payment requirements and potential penalties.

Entrance Fee	\$4,500.00
First Quarter Dues	\$299.00
IATSE Processing Fee	\$100.00
Sketch Stamp	\$25.00
<b>TOTAL DUE</b>	<b>\$4,924.00</b>

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### Payment options – Please CIRCLE which of the three options you prefer:

1. Pay the total of **\$4,924.00** upon notice of membership acceptance. Payment method – Check, Cashier's Check, or Credit Card.
2. Pay **\$2,462.00** (1/2 entrance fee)  
**AND** within 45 days pay remaining **\$2,462.00**. Payment method – Check, Cashier's Check or Credit Card.
3. Pay **\$2,462.00**  
upon notice of membership acceptance **AND \$820.66** will be automatically charged to a credit card for the next 3 consecutive months. This option requires providing valid Credit Card information (which will not expire during the payment period) at the time of the initial payment.

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### Important Payment Information

If a Credit Card will be used for any payment, a completed and signed Credit Card Charge Authorization form must be provided. **VISA, MasterCard, or American Express. It is your responsibility to make sure your expiration date is current throughout your payment schedule. Declined cards are subject to a \$15.00 late fee.**

Regardless of the Payment Option, full payment of all Entrance, Application and Initial Dues fees must be completed within the payment option period.

**Failure to pay all Entrance, Application and Initial Dues fees by the outlined dates will result in forfeiture of your membership in Local 892, The Costume Designers Guild, and any monies paid.**

**Applicant Signature (required)** \_\_\_\_\_ **Date** \_\_\_\_\_

## Membership Acceptance Fee Schedule and Payment Options: Assistant Costume Designer

Please note "Important Payment Information" following this schedule in regard to deadlines, payment requirements and potential penalties.

Entrance Fee	\$2,250.00
First Quarter Dues	\$246.25
IATSE Processing Fee	\$100.00
Sketch Stamp	\$25.00
<b>TOTAL DUE</b>	<b>\$2,621.25</b>

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Payment options - Please **CIRCLE** which of the three options you prefer:

1. Pay the total of **\$2,621.25** upon notice of membership acceptance. Payment method – Check, Cashier's Check, or Credit Card.
2. Pay **\$1,310.63** (1/2 entrance fee)  
**AND** within 45 days pay **\$1,310.63**. Payment method – Check, Cashier's Check or Credit Card.
3. Pay **\$1,310.63**  
upon notice of membership acceptance **AND \$436.88** will be automatically charged to a credit card for the next 3 consecutive months. This option requires providing valid Credit Card information (which will not expire during the payment period) at the time of the initial payment.

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### Important Payment Information

If a Credit Card will be used for any payment, a completed and signed Credit Card Charge Authorization form must be provided. **VISA, MasterCard, or American Express. Make sure your expiration date is current throughout your payment schedule. Declined cards are subject to a \$15.00 late fee.**

Regardless of the Payment Option, full payment of all Entrance, Application and Initial Dues fees must be completed within the payment option period.

**Failure to pay all Entrance, Application and Initial Dues fees by the outlined dates will result in forfeiture of your membership in Local 892, The Costume Designers Guild, and any monies paid.**

Applicant Signature (required) \_\_\_\_\_ Date \_\_\_\_\_

# Membership Acceptance Fee Schedule and Payment Options: Costume Illustrator

Please note "Important Payment Information" following this schedule in regard to deadlines, payment requirements and potential penalties.

<b>Entrance Fee</b>	\$2,020.00
<b>First Quarter Dues</b>	\$187.25
<b>IATSE Processing Fee</b>	\$100.00
<b>Sketch Stamp</b>	\$25.00
<b>TOTAL DUE</b>	\$2,332.25

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### Payment options - Please CIRCLE which of the three options you prefer:

1. Pay the total of **\$2,332.25** upon notice of membership acceptance. Payment method – Check, Cashier's Check, or Credit Card.
2. Pay **\$1,166.12** (1/2 entrance fee)  
**AND** within 45 days pay remaining **\$1,166.13**. Payment method – Check, Cashier's Check or Credit Card.
3. Pay **\$1,166.12**  
upon notice of membership acceptance **AND \$388.71** will be automatically charged to a credit card for the next 3 consecutive months. This option requires providing valid Credit Card information (which will not expire during the payment period) at the time of the initial payment.

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### Important Payment Information

If a Credit Card will be used for any payment, a completed and signed Credit Card Charge Authorization form must be provided. **VISA, MasterCard, or American Express. Make sure your expiration date is current throughout your payment schedule. Declined cards are subject to a \$15.00 late fee.**

Regardless of the Payment Option, full payment of all Entrance, Application and Initial Dues fees must be completed within the payment option period.

**Failure to pay all Entrance, Application and Initial Dues fees by the outlined dates will result in forfeiture of your membership in Local 892, The Costume Designers Guild, and any monies paid.**

**Applicant Signature (required)** \_\_\_\_\_ **Date** \_\_\_\_\_



## Membership Acceptance Fee Schedule and Payment Options: USA Local 829 Costume Designer joining Local 892 as a Costume Designer

Please note "Important Payment Information" following this schedule in regard to deadlines, payment requirements and potential penalties.

Entrance Fee	\$1,700.00
First Quarter Dues	\$299.00
IATSE Processing Fee	\$100.00
Sketch Stamp	\$25.00
<b>TOTAL DUE</b>	<b>\$2,124.00</b>

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### Payment options - Please **CIRCLE** which of the three options you prefer:

1. Pay the total of **\$2,124.00** upon notice of membership acceptance. Payment method – Check, Cashier's Check, or Credit Card.
  2. Pay **\$1,062.00** (1/2 entrance fee) **AND** within 45 days pay remaining **\$1,062.00**. Payment method – Check, Cashier's Check or Credit Card.
  3. Pay **\$1,062.00** upon notice of membership acceptance **AND \$354.00** will be automatically charged to a credit card for the next 3 consecutive months. This option requires providing valid Credit Card information (which will not expire during the payment period) at the time of the initial payment.
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### Important Payment Information

If a Credit Card will be used for any payment, a completed and signed Credit Card Charge Authorization form must be provided. **VISA, MasterCard, or American Express. Make sure your expiration date is current throughout your payment schedule. Declined cards are subject to a \$15.00 late fee.**

Regardless of the Payment Option, full payment of all Entrance, Application and Initial Dues fees must be completed within the payment option period.

**Failure to pay all Entrance, Application and Initial Dues fees by the outlined dates will result in forfeiture of your membership in Local 892, The Costume Designers Guild, and any monies paid.**

Applicant Signature (required) \_\_\_\_\_ Date \_\_\_\_\_

**CDG CREDIT CARD AUTHORIZATION FORM**  
**FOR PAYMENT**

If you wish to have your membership dues and fees paid via credit card, complete and return the **signed original** of this form with your current Dues statement. It is the member's responsibility to keep card information current. Note: **A \$15 fee will be assessed on declined card transactions.**

American Express

MasterCard

VISA

Account Number: \_\_\_\_\_

Name on Account: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

**Payment Instructions:**

- Only charge the balance of my current dues statement (enclosed).
- Charge the balance of my current Dues statement (enclosed) **AND** schedule my future quarterly Dues to be automatically charged to my chosen credit card on the 1st day of each quarter (January, April, July and October).
- Charge as per the agreed upon repayment plan letter (enclosed).
- Charge initiation/reclassification/reinstatement fee only as agreed upon by Acceptance Fee/Payment Option choice (Option 1, 2, or 3. enclosed).**
- Charge initiation/reclassification/reinstatement fee AND future quarterly dues to be automatically charged to my chosen credit card on the first day of each quarter (January, April, July, and October)**
- Other \_\_\_\_\_

***I authorize the Costume Designers Guild to charge the indicated credit card account as instructed above.***

**By:** \_\_\_\_\_ **Dated:** \_\_\_\_\_  
**(Signature Required)**

**Fax to: 818-848-2802 or email [cdgia@cdgia.com](mailto:cdgia@cdgia.com)**



# Application for Membership in a Local Union

of the International Alliance of Theatrical Stage Employees, Moving Picture Technicians, Artists and Allied Crafts of the United States, its Territories and Canada

I hereby make application for membership in Local No. \_\_\_\_\_ of the International Alliance of Theatrical Stage Employees, Moving Picture Technicians, Artists and Allied Crafts of the United States, its Territories and Canada ("the Union"). I base my application for membership on the following facts, which I affirm to be true:

I, \_\_\_\_\_, was born on \_\_\_\_\_ and presently  
(Print or Type Name) (Month) (Day) (Year)

reside at \_\_\_\_\_  
(Street) (City) (State/Province) (Zip/Postal Code)

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Do you have a Twitter account? \_\_\_\_\_ Yes \_\_\_\_\_ No

My Social Security/Insurance Number is \_\_\_\_\_

I am by occupation a \_\_\_\_\_ and have worked at the following employers in the entertainment industry: \_\_\_\_\_

Presently employed by \_\_\_\_\_ as a \_\_\_\_\_  
(Specify Occupation)

Previously applied for membership in a Local Union or Department of the I.A.T.S.E.? \_\_\_\_\_, to Local No. \_\_\_\_\_

Was Application rejected? \_\_\_\_\_. This application is for Journeyman \_\_\_\_\_ or Apprentice \_\_\_\_\_? (check one)

## PLEDGE

I, the undersigned, as a condition of my membership in the International Alliance of Theatrical Stage Employees, Moving Picture Technicians, Artists and Allied Crafts of the United States, its Territories and Canada, do solemnly pledge myself to accept and abide by the provisions of the I.A.T.S.E. Constitution and Bylaws, as now in force and hereafter legally amended, hereby express my consent to be governed thereby in the conduct of my trade and in my relationship with the Union.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_, 20\_\_\_\_

Initiation Fee \_\_\_\_\_ Amount Paid \_\_\_\_\_

(LOCAL SEAL HERE)

This application submitted by Local No. \_\_\_\_\_

Secretary \_\_\_\_\_

This is to certify that \_\_\_\_\_ has on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, been admitted to membership in Local No. \_\_\_\_\_ having fully complied with the requirements as set forth in the Constitution and Bylaws of the Local Union and the International Alliance of Theatrical Stage Employees, Moving Picture Technicians, Artists and Allied Crafts of the United States, its Territories and Canada.

Member's Social Security/Insurance Number \_\_\_\_\_

(LOCAL SEAL HERE)

\_\_\_\_\_, President

\_\_\_\_\_, Secretary

**THIS STUB TO BE COMPLETED AND RETURNED TO THE GENERAL OFFICE IMMEDIATELY FOLLOWING APPLICANT'S ADMISSION TO MEMBERSHIP.**

THIS APPLICATION MUST BE ACTED UPON WITHIN SIX MONTHS OTHERWISE A NEW APPLICATION MUST BE SUBMITTED.

THIS APPLICATION MUST BE ACCOMPANIED BY THE \$100.00 PROCESSING FEE OR \$10.00 PROCESSING FEE FOR SPECIAL DEPARTMENT LOCAL UNIONS.