

Submit completed form to [psclientservices@extremereach.com](mailto:psclientservices@extremereach.com)

NOTE: If there are any minors, be sure to include their DOB on the Final cast list. No residuals are due if an actor is edited out. If XR Extreme Reach did not do the payroll for the original project, please provide applicable paperwork (W-4's and I-9's) in order to process DGA, WGA, SAG/AFTRA, AFM and IATSE.

BASIC INFORMATION						
Production Company Name						
Street Address			City, State, ZIP			
Phone (Appears on Paystubs and/or Legally Required Labor Notices)			Email (For Employees to Return Legally Required Labor Notices To)			
EIN / Fed ID#		Type of Entity:      INC                      LTD                      PTP                      LLC				
State Registered / Incorporated		Parent Company Name				
Company Contact Information						
Contact Name		Title				
Phone		Email				
PROJECT DETAILS						
Project Name						
State Project Filmed In		Project Start Date of Original Filming		Initial Release Date		
Project Type:      Theatrical                      FreeTV                      PayTV                      Basic Cable                      New Media & SVOD						
For Basic Cable or Television, be sure to attach a spreadsheet with Run Numbers and Air Dates.						
Applicable Guilds				Project has a CAMA		
SAG-AFTRA	DGA	WGA	AFM	IATSE	MEAA	
ACTRA	DGC	WGC	PACT	Other:	Project has a reserve / deposit with another Guild(s)	
PAYMENT INFORMATION						
Applicable Quarterly Date(s)			Foreign Free TV	Level 1	Level 2	Level 3
Gross Receipts						
Free TV	Pay TV	Home Video / DVD	In-Flight	Basic		
EST	DTR	AVOD	SVOD	VOD		
Labor EOR Approved:      ERPS                      ERPP			Date:			