



LIVE & STAGE PRODUCTIONS – CHECKLIST/PAYMENT FORM

PLEASE ENSURE THIS CHECKLIST IS COMPLETED AND SUBMITTED ALONG WITH ALL SUPPORTING DOCUMENTS

SPONSOR/SUPPORTER NAME: _____

NAME OF PRODUCTION: _____

- | | | | |
|---------------------------------------|----------------------------------|---|---|
| <input type="checkbox"/> CONCERT | <input type="checkbox"/> THEATRE | <input type="checkbox"/> CLUB/DJ | <input type="checkbox"/> FESTIVAL |
| <input type="checkbox"/> DANCE/BALLET | <input type="checkbox"/> VARIETY | <input type="checkbox"/> CIRCUS/BURLESQUE | <input type="checkbox"/> SPEAKING/PANEL |

ARRIVAL DATE	DAY	MONTH	YEAR	DEPARTURE DATE	DAY	MONTH	YEAR

1. NUMBER OF APPLICANTS

ON STAGE (PERFORMERS) _____ OFF STAGE (CREW, SUPPORT) _____

2. NET EMPLOYMENT BENEFIT

Your application must demonstrate a Net Employment Benefit (NEB) to the Australian entertainment industry by employing more Australians than if the imported position was filled by an Australian.

DO NOT LEAVE THIS SECTION BLANK. DO NOT LIST VISA APPLICANTS, ONLY AUSTRALIANS.

AUSTRALIANS EMPLOYED/ENGAGED	TOTAL NUMBER OF AUSTRALIANS
On-stage (<i>Performers, Singers, DJs, MCs, Dancers etc.</i>)	
Off-stage (<i>Techs, crew, production & support staff</i>)	

3. APPLICATION DETAILS TO BE INCLUDED IN EMAIL/COVER LETTER

- Sponsor/Supporter details (including contact name, street address, email, phone number)
- Visa applicant's full name (as on passport) and role (list this in your email or spreadsheet for large groups)
- Schedule/itinerary including venue and city details (list this in your email or attachment)

4. CONTRACT/DEAL MEMO MUST BE ATTACHED AND INCLUDE:

- Confirmation contract meets **Australian Minimum** weekly pay rates and conditions (including meals, per diems etc.)
- Confirmation of return international airfares, accommodation, ground transport etc.
- Confirmation of health insurance coverage, if applicable
- Confirmation that the contract falls under Australian jurisdiction and is signed by both parties

PHONE

WEB

PO Box, 723 Strawberry Hills NSW 2012

1300 656 513

MEAA.org

BUILT ON INTEGRITY, POWERED BY CREATIVITY

ABN. 84 054 775 598



5. NSW WORKERS COMPENSATION

THIS ONLY APPLIES TO NSW-BASED SPONSORS AND INDIVIDUAL APPLICANTS RECEIVING MORE THAN AUD \$7,000

Details of workers' compensation insurance provided by the sponsor, if applicable

6. PAYMENT DETAILS – CREDIT CARD ONLY

Card Holder's Name:			
Card Type (please circle):	Visa	MasterCard	Amex
Credit Card No:	Expiry Date:		
Card Holder's Signature:			

By signing and submitting this payment form, I authorise the Media Entertainment & Arts Alliance (MEAA) to charge the total administrative fee to my credit card.

I WANT TO REGISTER MY CREDIT CARD DETAILS WITH THE MEDIA ENTERTAINMENT & ARTS ALLIANCE (MEAA):

YES NO

(By ticking 'Yes', you authorise MEAA to automatically charge the registered credit card for the administrative fee of this and future consultations.)

Name & Signature: _____ Date: / /

ADMINISTRATIVE FEES

Applications for union consultation are subject to an administrative fee, and payment details must be **submitted as part of your application**. Please complete your payment details and submit this form as part of your application. All fees are inclusive of GST:

On-stage: (Performers, singers, actors, DJs, comedians, dancers etc.)	\$165.00 per applicant
Off-stage: (Production and technical crew, producers, and support staff)	\$110.00 per applicant
Artist's Personal Managers/Agents when accompanying artist	Not applicable