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New York, NY 10012  
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# ACTORS WEEKLY TIME SHEET

Employer: CAPS, LLC, FEIN: 27-4217142

## WORK STATUS

- SW START WORK
- SWF START WORK FINISH
- SWT START WORK TRAVEL
- W WORK
- H HOLD
- TR TRAVEL ONLY
- R REHEARSE
- T TEST
- L LOOPING
- WF WORK FINISH
- TRF TRAVEL WORK FINISH

ARTIST NAME \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_ WEEK ENDING \_\_\_\_\_

LOAN OUT COMPANY \_\_\_\_\_ FEDERAL ID # \_\_\_\_\_

LOCATION CITY \_\_\_\_\_ WORK STATE \_\_\_\_\_ COUNTY \_\_\_\_\_ FOREIGN \_\_\_\_\_

TITLE OF PRODUCTION \_\_\_\_\_ STUDIO  LOCATION  PROD # \_\_\_\_\_

ACCT #	DAY	DATE	WORK STATUS	START TRVL	MKP/WRD		ON SET	MEAL #1		MEAL #2		WRAP	MKP REM	TRAVEL		TOTAL HOURS	T.T @ 1.5X	O.T @ 1.5X	DBL @ 2.0X	STUNT ADJ	NDB	MISC. PMT
					IN	OUT		IN	OUT	IN	OUT			FROM	TO							
	SUN																					
	MON																					
	TUE																					
	WED																					
	THU																					
	FRI																					
	SAT																					
	TOTAL																					

DAILY AMT \$ \_\_\_\_\_ GUARANTEE \$ \_\_\_\_\_

WEEKLY AMT \$ \_\_\_\_\_ GUARANTEE \$ \_\_\_\_\_

**FOR ACCOUNTING PURPOSES**

SUMMARY				
ACCT #	HRS		RATE	TOTALS
		WEEK/DAY		
		DAILY OT 1.5X		
		DAILY OT 2X		
		WEEKLY OT		
		TRAVEL TIME		
		LOC ALLOW		
		STUNT ADJ		
		NIGHT PREM		
		MEAL PENALTY		
		FORCED CALL		
		AGENT FEE		
		WARDROBE/FITTING		

MISCELLANEOUS PAYMENTS			
	NON-TAXABLE	TAXABLE	
ACCT #	MEALS	MEALS	ADVANCE
	\$	\$	\$
ACCT #	LODGING	LODGING	ADVANCE
	\$	\$	\$
ACCT #	MILEAGE	MILEAGE	ADVANCE
	\$	\$	\$
ACCT #	TRAVEL	TRAVEL	ADVANCE
	\$	\$	\$

TALENT SIGNATURE \_\_\_\_\_

APPROVED BY \_\_\_\_\_

**GRAND TOTAL**