



COSTUME DEPARTMENT QUALIFICATIONS

PERMITTEE REQUIREMENTS

- Valid WHMIS certificate
- IATSE 856 Intro Course: Ready, Set, Go
- \$50 processing fee

INTRO TO DEPT:

Costume Department applicants are expected to have acquired necessary job skills before applying for Permittee status. Please include any links to websites or URLs, Digital or Hard Copy Portfolios.

Please explain why you would like to join the Costume Department:

MEMBERSHIP REQUIREMENTS

- 60 days' work experience in the Costume Department on 2 or more IATSE 856 Productions.
- Basic (Emergency) First Aid (8 hr. course)
- Current Collective Agreement Course
- Letters of reference from IATSE Costume Department Keys

POSITION REQUIREMENTS

| |
|---|
| Costume Designer <ul style="list-style-type: none"><input type="checkbox"/> 60 Days working in position on 2 or more IATSE 856 Productions<input type="checkbox"/> 2 Letters of recommendation from Costume Designers, Production Managers or Producers<input type="checkbox"/> Current Collective Agreement Seminar |
| Assistant Costume Designer <ul style="list-style-type: none"><input type="checkbox"/> 60 Days working in position on 2 or more IATSE 856 Productions<input type="checkbox"/> 2 Letters of recommendation from Costume Designers, at least one must be local |
| Costume Supervisor <ul style="list-style-type: none"><input type="checkbox"/> 60 Days working in position on 2 or more IATSE 856 Productions<input type="checkbox"/> 2 Letters of recommendation from Costume Designers, at least one must be local |
| Set Supervisor <ul style="list-style-type: none"><input type="checkbox"/> 60 Days working in position on 2 or more IATSE 856 Productions<input type="checkbox"/> 2 Letters of recommendation from Costume Designers, at least one must be local |
| Truck Supervisor <ul style="list-style-type: none"><input type="checkbox"/> 60 Days working in position on 2 or more IATSE 856 Productions<input type="checkbox"/> 2 Letters of recommendation from IATSE 856 Costume Designer |
| Background Coordinator <ul style="list-style-type: none"><input type="checkbox"/> 60 Days working in position on 2 or more IATSE 856 Productions<input type="checkbox"/> 2 Letters of recommendation from IATSE 856 Costume Designer |
| Cutter <ul style="list-style-type: none"><input type="checkbox"/> 60 Days working in position on 2 or more IATSE 856 Productions<input type="checkbox"/> 2 Letters of recommendation from Costume Designers, at least one must be local |
| Key Breakdown Artist <ul style="list-style-type: none"><input type="checkbox"/> 120 Days working in position on 2 or more IATSE 856 Productions<input type="checkbox"/> 2 Letters of recommendation from Costume Designers, at least one must be local |
| Breakdown Artist/Dyer <ul style="list-style-type: none"><input type="checkbox"/> 90 Days working in position on 2 or more IATSE 856 Productions<input type="checkbox"/> 2 Letters of recommendation from IATSE 856 Costume Designer |
| Costume Buyer <ul style="list-style-type: none"><input type="checkbox"/> 90 days working in position on 2 or more IATSE 856 Productions<input type="checkbox"/> 2 Letters of recommendation from Costume Designer, Assistant Costume Designer or Costume Supervisor- at least one must be local |
| Costume Expense Tracker <ul style="list-style-type: none"><input type="checkbox"/> 60 days worked in position on 2 or more IATSE 856 Productions<input type="checkbox"/> 2 letters of recommendation from Costume Designer, Assistant Costume Designer or Costume Supervisor- at least one must be local<input type="checkbox"/> knowledge of and/or relevant experience with the following: data entry, spreadsheets, basic book keeping, basic accounting. |
| Costume Illustrator <ul style="list-style-type: none"><input type="checkbox"/> 5 days worked in position over a minimum of 2 shows<input type="checkbox"/> 2 letters of recommendation from Costume Designers, at least one must be local |
| Personal Dresser <ul style="list-style-type: none"><input type="checkbox"/> 120 days worked in position on 2 or more IATSE 856 Productions<input type="checkbox"/> 2 Letters of recommendation from Costume Designers, at least one must be local |
| Costume Assistant <ul style="list-style-type: none"><input type="checkbox"/> 60 Days worked in position on 2 or more IATSE 856 Productions<input type="checkbox"/> 2 Letters of recommendation from Costume Designer, Assistant Costumer Designer or Costume Supervisor- at least one must be local |
| Stitcher <ul style="list-style-type: none"><input type="checkbox"/> 90 Days worked in position on 2 or more IATSE 856 Productions<input type="checkbox"/> 2 Letters of recommendation from Costume Designer, Assistant Costumer Designer or Cutter- at least one must be local |

COSTUME QUESTIONNAIRE:

Have you sewn for the following?

Film Yes _____ No _____
Television Yes _____ No _____
Theatre Yes _____ No _____
Dance Yes _____ No _____
Commercials Yes _____ No _____

Other (specify – ie; Comic-Con, Halloween, Historical, Wedding/Bride’s Maid Dresses)

In what capacities have you sewn for the previously checked?

Professionally (specify – ie; “I’ve done alterations at Dollarwise Clean and Press for 5 years”)

Private Contract (specify – ie; “made my Friend’s Bride’s Maid Dresses”)

Other (specify – ie; Church Production, Volunteer Sewing, School Play, Fashion Show)

Have you shopped professionally for the following? (Professionally meaning someone has paid you to do the listed task)

Film and Television Yes _____ No _____
Theatre Yes _____ No _____
Dance Yes _____ No _____
Personal Shopper Yes _____ No _____
Commercial Yes _____ No _____
Other (specify) _____

Are you familiar with the following in Winnipeg, MB?

Clothing stores Yes _____ No _____
Fabric stores Yes _____ No _____
2nd Hand/Antique stores Yes _____ No _____
Vintage stores Yes _____ No _____
Craft suppliers Yes _____ No _____
Leather suppliers Yes _____ No _____
Wholesalers in any areas Yes _____ No _____
Costume rental houses Yes _____ No _____
Product Placement Yes _____ No _____
Online Shopping Yes _____ No _____

Are you familiar with any of the previously listed outside of Winnipeg?

| | | |
|-------------------------------------|-----------|----------|
| Clothing stores | Yes _____ | No _____ |
| Fabric stores | Yes _____ | No _____ |
| 2 nd Hand/Antique stores | Yes _____ | No _____ |
| Vintage Stores | Yes _____ | No _____ |
| Craft suppliers | Yes _____ | No _____ |
| Leather suppliers | Yes _____ | No _____ |
| Wholesalers in any areas | Yes _____ | No _____ |
| Costume rental houses | Yes _____ | No _____ |
| Product Placement | Yes _____ | No _____ |
| Online Shopping | Yes _____ | No _____ |
| North American Costume Houses | Yes _____ | No _____ |

Have you ever worked in any of the following?

| | | |
|-------------------------------|-----------|----------|
| Clothing store | Yes _____ | No _____ |
| Costume rental house | Yes _____ | No _____ |
| Fabric store | Yes _____ | No _____ |
| Craft store | Yes _____ | No _____ |
| Shoe store | Yes _____ | No _____ |
| Photo shoots | Yes _____ | No _____ |
| Fashion shows | Yes _____ | No _____ |
| Tailor or Alteration shop | Yes _____ | No _____ |
| Brand or Department Rep | Yes _____ | No _____ |
| Other related (specify) _____ | | |

Please describe any other skills that you have that you feel would relate to the Costume Department

Please circle the letter which best indicates your level of experience in the following areas:

- | | |
|----------------------------|--|
| A Practicing Professional | D Just learning |
| B High level of competence | E Lack demonstrated skill in this area |
| C Relatively skilled | |

MALE

FEMALE

CUTTING

Contemporary: A B C D E
 Period: A B C D E

A B C D E
 A B C D E

SEWING

Contemporary: A B C D E
 Period: A B C D E

A B C D E
 A B C D E

TAILORING

Contemporary: A B C D E
 Period: A B C D E

A B C D E
 A B C D E

Related Skills:

| | | | |
|--------------------|-----------|-----------------|-----------|
| Serger: | A B C D E | Millinery: | A B C D E |
| Knitting: | A B C D E | Steamer: | A B C D E |
| Weaver: | A B C D E | Crochet: | A B C D E |
| Industrial Iron | A B C D E | Fur: | A B C D E |
| Shoemaking: | A B C D E | Dyeing: | A B C D E |
| Leather: | A B C D E | Beading: | A B C D E |
| Textile Printing: | A B C D E | Breakdown: | A B C D E |
| Sketching: | A B C D E | Photography: | A B C D E |
| On-set experience: | A B C D E | Hiring Manager: | A B C D E |

Please rate the following business/personal skills:

| | | | |
|--------------------------|-----------|--|-----------|
| Organizational Skills: | A B C D E | Illustration Work (Drawing): | A B C D E |
| Computer Skills: | A B C D E | Research Skills: | A B C D E |
| Basic Accounting Skills: | A B C D E | Basic Endurance: | A B C D E |
| Leadership/Teampayer: | A B C D E | (ie: ability to work long hours, endure stress, etc) | |

Are you familiar with any Costume Breakdown Software? If so, which programs.

Do you have a valid driver's license? _____ Yes _____ No

If you answered no are you willing to get one? _____ Yes _____ No

RECOMMENDED TOOL LIST

Minimum recommended tools for daily calls (office & Set)

| | |
|---|--|
| <input type="checkbox"/> Personal clothing/footwear appropriate for the weather <input type="checkbox"/> Moleskin (several pieces) <input type="checkbox"/> Sharp Pencil <input type="checkbox"/> Black Sharpies (fine & Extra fine) <input type="checkbox"/> Small notepad <input type="checkbox"/> Small pack of scent-free Wet Ones <input type="checkbox"/> Measuring tape <input type="checkbox"/> Safety pins (silver,gold, black, Various Sizes) <input type="checkbox"/> Seam Ripper <input type="checkbox"/> Rubber Bands | <input type="checkbox"/> Bandages (various sizes) <input type="checkbox"/> Chalk <input type="checkbox"/> Sewing Elastics in Black & white ½ size <input type="checkbox"/> Lint roller/ Velvet lint brush <input type="checkbox"/> Top stick tape <input type="checkbox"/> Safety glasses <input type="checkbox"/> Disposable gloves <input type="checkbox"/> Small Sewing Kit <input type="checkbox"/> Quick Shoe Shine Sponge <input type="checkbox"/> Cell Phone * |
|---|--|

*cell phone subject to allowance (if used for photos, texts, phone calls) which should be negotiated at deal memo

Extended Tool List (Set)

| | |
|--|---|
| <input type="checkbox"/> Bag or bin to hold kit items <input type="checkbox"/> Breakdown powders & colour sticks (Shmere, Ben Nye) <input type="checkbox"/> Cloth/camera tape <input type="checkbox"/> Hand Steamer <input type="checkbox"/> Pens & Pencils <input type="checkbox"/> Sand paper / Sanding Block <input type="checkbox"/> Seam ripper <input type="checkbox"/> Sewing Scissors w/ sharp tip (Lrg & Sm) <input type="checkbox"/> Spools of thread (white, grey, black, beige) <input type="checkbox"/> Small towel, rag, brushes, sponges <input type="checkbox"/> Small wet/dry towel <input type="checkbox"/> Thread or thread braid <input type="checkbox"/> Water spray bottle <input type="checkbox"/> Work Gloves | <input type="checkbox"/> Double sided toupee tape <input type="checkbox"/> Emery Board/ Nail file <input type="checkbox"/> Highlighter <input type="checkbox"/> Manila Tags <input type="checkbox"/> Multi-tool with pliers (Leatherman, Gerber, SOG) <input type="checkbox"/> Needles for hand sewing (various sizes) <input type="checkbox"/> Sewing tape measure <input type="checkbox"/> Small hairdryer <input type="checkbox"/> Small selection of notions (hooks,eyes,buttons Velcro etc) <input type="checkbox"/> Stage Blood <input type="checkbox"/> Stain remover stick <input type="checkbox"/> Thimble |
|--|---|

Name: _____

I certify that the information I have disclosed is true. I understand that ANY misrepresentations will jeopardize my potential Permittee or Membership status.

Signature: _____