



SET DECORATING PERMITTEE QUALIFICATIONS

PERMITTEE REQUIREMENTS – SET DEC CREW

- Valid WHMIS certificate*
- IATSE 856 Intro Course: Ready, Set, Go*
- Valid Class 5 Driver's License – must be able to drive a 1 ton
- Must be able to lift a minimum of 50lbs.
- \$50 processing fee

**There is a 6-month grace period to complete WHMIS and RSG after applying. All applicants enter the department in the entry level position*

INTRO TO DEPT:

As a permittee you will start at the “Set Dec Crew” level where you will be expected to do labour intensive jobs. This could include unloading trucks, moving set dressing onto the sets (everything from fake toxic waste to fine antiques) and marking every piece of set dressing according to ownership.

Preferred experience with:

- Education in fine art, carpentry, design, interior design, art conservation, anthropology, materials, technical production, painting, film making, drapery upholstery, floral design, etc.
- Work, trade, or volunteer related experience in theatre, display, video, costume, paint, carpentry, independent film, student films, interior design, commercials, and photo shoot styling.
- Ability to take direction and work well within groups.
- Good verbal and written communication skills are necessary for all positions.

SUGGESTED SKILLS – MINIMUM THREE OF THE FOLLOWING:

- | | |
|--|--|
| <input type="checkbox"/> Professional Shopping | <input type="checkbox"/> Sewing |
| <input type="checkbox"/> Rigging | <input type="checkbox"/> Design |
| <input type="checkbox"/> Upholstery | <input type="checkbox"/> Furniture Packing &. Moving |
| <input type="checkbox"/> Knowledge of period furniture | |

REQUIRED TOOLS:

Note: You will NOT receive a kit rental reimbursement for these items. If asked by the Lead/Key to supply additional tools/equipment a kit fee should be agreed upon

All Set Department crew (including Dailies) are expected to show up to work with the following:

- | | | |
|---|--|---|
| <input type="checkbox"/> Mat Knife | <input type="checkbox"/> Vice Grip | <input type="checkbox"/> Scissors & Fabric |
| <input type="checkbox"/> Multidriver (PicQuic) | <input type="checkbox"/> Ruler | Scissors |
| <input type="checkbox"/> Hammer | <input type="checkbox"/> Tool Bag | <input type="checkbox"/> Side Cutters |
| <input type="checkbox"/> Notepad & Pen | <input type="checkbox"/> Pliers | <input type="checkbox"/> Tape Measure 16 foot |
| <input type="checkbox"/> Sharpie | <input type="checkbox"/> Cordless Drill with extra battery | <input type="checkbox"/> 6” Level |
| <input type="checkbox"/> Camera (phone with camera) | <input type="checkbox"/> Small assortment of drill bits | <input type="checkbox"/> 2 Crescent Wrenches |
| <input type="checkbox"/> Razor Scraper | | <input type="checkbox"/> T50 Stapler or similar |
| <input type="checkbox"/> Allen Key Set | | <input type="checkbox"/> Small pry bar (Richards) |
| | | <input type="checkbox"/> Hip Pouch |

All Crew are required to have the following equipment:

Qualification forms are subject to change

03.04.2025

CSA Footwear

Hard Hat

Rain Gear

QUESTIONNAIRE:

Please check off and complete all questions, applicants must be able to support these claims.

Have you sewn professionally for the following?

Film and Television Yes _____ No _____

Theatre Yes _____ No _____

Other (specify) _____

Have you shopped professionally for the following?

Film and Television Yes _____ No _____

Theatre Yes _____ No _____

Interior Designer Yes _____ No _____

Costume Yes _____ No _____

Other (specify) _____

Are you familiar with the following (in Winnipeg)?

Contemporary Furniture Stores Yes _____ No _____

Fabric stores Yes _____ No _____

2nd Hand/Antique stores Yes _____ No _____

Craft suppliers Yes _____ No _____

Draperies Shops Yes _____ No _____

Wholesalers in any of these areas Yes _____ No _____

Upholsters Yes _____ No _____

Outside Winnipeg Yes _____ No _____

Pickers Yes _____ No _____

Have you ever worked in any of the following?

Upholsterer Yes _____ No _____

Draperies Shop Yes _____ No _____

Fabric store Yes _____ No _____

Craft store Yes _____ No _____

Photo shoots Yes _____ No _____

Antique Store Yes _____ No _____

Moving Company Yes _____ No _____

Shipping/ Receiving

Construction (Specify): _____

Artist (Specify): _____

Other related (specify) _____

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

A Practicing Professional
C Relatively skilled

B High level of competence
D Lack demonstrated skill in this area

SEWING									
Contemporary:	A	B	C	D	Period:	A	B	C	D
Related Skills:									
Upholstery	A	B	C	D	Knowledge of Period Furniture	A	B	C	D
Flower Arranging	A	B	C	D	Steamer:	A	B	C	D
Graphics:	A	B	C	D	Power Tools:	A	B	C	D
Bunting	A	B	C	D	Dyeing:	A	B	C	D
Leather:	A	B	C	D	Script Breakdown:	A	B	C	D
Textile Printing:	A	B	C	D	Breakdown (furniture, fabric):	A	B	C	D
Sketching:	A	B	C	D	Photography:	A	B	C	D
Drapery:	A	B	C	D	On-set experience:	A	B	C	D
Fur:	A	B	C	D	Internet Sourcing	A	B	C	D
Picture Hanging	A	B	C	D	Internet Shopping	A	B	C	D
					Installing Drapery Hardware	A	B	C	D

I _____ certify that the information I have disclosed is true.

Signature: _____