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## GUIDELINES FOR BENEFITS AND FUNDRAISERS

### INTRODUCTION

The members of Canadian Actors' Equity Association have a proud history of using their talent and time to support charities and raise funds for worthy causes. Equity's national Council has developed Guidelines to facilitate the participation of Equity members in these activities. Nothing in these guidelines should be construed as interfering in any way with the member's right to make contributions to any cause. The Guidelines have been established to protect members and to institute national standards which will serve as a guide to Equity members and to anyone who wishes to organize a Benefit or Fundraiser that would use the talents of Equity members. Equity members may only participate in a Benefit or Fundraiser that has received written approval from Equity and must be signed to the appropriate Equity contract.

When Equity Artists are engaged, the organizer must:

- (a) Obtain the prior written approval of the benefit/fundraiser from Equity; and
- (b) Provide insurance coverage for each Artist under Equity's Accident and Sickness Insurance Plan; and
- (c) Guarantee a safe and sanitary workplace; and
- (d) Compensate the Artists in accordance with the Guidelines for Benefits and Fundraisers Policy; and
- (e) Secure the Artists against out of pocket expenses; and
- (f) Credit the Artists for their contribution; and
- (g) Clearly and prominently feature the beneficiary in all publicity.

### DEFINITIONS

These Guidelines set out minimum terms and conditions for Benefits and Fundraisers other than for the Actors' Fund or Canadian Actors' Equity Fights AIDS benefits covered under Equity's collective agreements for Theatre, Opera, and Dance. For the purpose of these Guidelines:

- (a) A **BENEFIT** is considered to be a single performance, the proceeds of which are given to a charity or charitable purpose.
- (b) A **FUNDRAISER** is considered to be a single performance, the proceeds of which are to be used by, or given to, a not-for-profit performing arts company, whether or not the company has charitable status.

### APPLICATION

The organizer of the Benefit or Fundraiser shall provide full details of the event (including, but not limited to, the Equity members to be involved, proposed compensation, ticket prices, venue, dates, rehearsal requirements, nature of the performance and background on the beneficiary and organizer, etc.) in writing to Equity at least 30 days prior to the performance. If the application is approved, the organizer will be notified in writing.

Written permission must be received from Canadian Actors' Equity Association before a Benefit or Fundraiser may be publicly announced.

### HONORARIA

The following is the minimum compensation required for the engagement of Equity members and includes insurance coverage under Equity's Accident and Sickness Insurance Plan. The minimum fees apply per day (or part thereof) that the Artist is engaged in rehearsal or performance for the Benefit or Fundraiser.

#### Benefit:

September 1, 2009 to August 31, 2014					
	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
<b>Performer</b>	\$124.00	\$127.00	\$129.00	\$132.00	\$135.00
<b>Stage Manager</b>	\$140.00	\$143.00	\$145.00	\$148.00	\$151.00
<b>Director</b>	\$263.00	\$268.00	\$274.00	\$279.00	\$285.00
<b>Choreographer</b>	\$217.00	\$222.00	\$226.00	\$231.00	\$235.00

**Fundraiser:**

<b>September 1, 2009 to August 31, 2014</b>					
	<b>2009-2010</b>	<b>2010-2011</b>	<b>2011-2012</b>	<b>2012-2013</b>	<b>2013-2014</b>
<b>Performer</b>	\$234.00	\$238.00	\$243.00	\$248.00	\$253.00
<b>Stage Manager</b>	\$265.00	\$271.00	\$276.00	\$281.00	\$287.00
<b>Director</b>	\$512.00	\$522.00	\$533.00	\$543.00	\$554.00
<b>Choreographer</b>	\$419.00	\$428.00	\$436.00	\$445.00	\$454.00

**CONTRACTS**

Equity will provide written notification of its decision to the organizer. Upon approval:

- (a) Where the organizer of the Benefit/Fundraiser is a producer adherent to a scale agreement with Equity in Theatre, Opera or Dance, the appropriate contract form applicable to the scale agreement will be used to engage Equity members under this Policy also. A rider to the contract will advise the Artist that the engagement is to participate in a Benefit/Fundraiser, approved by Equity, and subject to the minimum fees of the Policy. Dues and benefits under the scale agreement will apply to the engagement.
- (b) Otherwise, Equity members will be signed to a letter form of contract which will guarantee the minimum fees and insurance coverage. Security for the engagement may be waived provided that the Artist(s) and insurance premiums are paid in advance by certified cheque, copies of which must be provided to Equity prior to the release of contracts.

**SPECIAL CIRCUMSTANCES****Canadian Actors' Equity Fights AIDS and the Actors' Fund of Canada**

Equity members may participate in Benefits for Canadian Actors' Equity Fights AIDS or the Actors' Fund of Canada which are not covered under Equity's agreements, upon application, providing the pertinent details of the Benefit and coverage for the Equity members under Equity's Accident and Sickness Insurance Plan.

**Member Organized Benefits**

For a member-driven benefit (where the proceeds are given to a charity or charitable purpose, other than a performing arts producing company), the member organizer may request that Equity members be allowed to waive compensation for their participation. Upon approval of the application by Equity, a single page sign-up contract that provides for the insurance coverage only will be provided to the member organizer to be signed by the members on the day of the benefit performance. The commensurate insurance premiums will be paid by the organizer, and remitted to Equity along with the completed form no later than seven days following the benefit performance.

**Co-operatives**

Equity members may also come together as a Co-operative to do a Benefit or Fundraiser other than as outlined above. In such case, the details of the Benefit/Fundraiser would be a component of the Co-op application, and terms and conditions subject to Equity's Co-op Guidelines. Co-op applications are to be received by the Equity office 30 days prior to beginning rehearsals.

**RECORDINGS AND BROADCASTS**

News/current affairs tapings may be arranged only with the prior written permission of Equity. All other broadcasts and/or recordings of any sort are strictly prohibited unless specifically agreed to in writing by Equity.

**BILLING, CREDIT, AND PROMOTION**

The names of all Equity members shall be listed in the program, an insert to the program, or where no program exists, prominently displayed on a house board in the lobby as follows:

"[names] of the Equity members] are participating in this Benefit/Fundraising performance [or the name of the event] with the express permission of Canadian Actors' Equity Association."

If it is not possible to provide billing in either the program or lobby, an announcement using the above wording must be made prior to the performance.

**TERM OF POLICY**

The minimum fees for 2009-2010 are in effect from September 1, 2009 – September 5, 2010; for 2010-2011 from September 6, 2010 – September 4, 2011; for 2011-2012 from September 5, 2011 – September 2, 2012; for 2012 – 2013 from September 3, 2012 – September 1, 2013; for 2013 – 2014 – September 2, 2013 – August 31, 2014. This policy may be modified or terminated without notice at the sole discretion of Equity.