



## VOLUNTEER FORM

Submit completed form in full at the end of a production or no later than 24hrs after

### APPLY VOLUNTEER CREDIT TOWARDS (only check one)

- For class requirement  
(NAME OF CLASS) \_\_\_\_\_
- For class credit discount / experience

Note: volunteer credits can only be accumulated for a total amount of half the cost of an FPA course.

\_\_\_\_\_  
PRINT YOUR NAME                      SIGN

\_\_\_\_\_  
PHONE #                                      Email

### INFORMATION ON THE PROGRAM YOU HAVE VOLUNTEERED FOR

-Check which crew positions you helped in  
-Only one member can earn credit per equipment position.

- Studio Camera    Field Camera    Lightworks    Audio    Lighting
- Video/audio editing    CG/Xpression    Floor Directing
- Teleprompter    Tech Directing    Radio playlist    Makeup for TV

\_\_\_\_\_  
DATE OF PRODUCTION                      START AND END TIMES

\_\_\_\_\_  
PROGRAM NAME:

\_\_\_\_\_  
PRODUCER NAME                              PRODUCER SIGNATURE



### Volunteering for class Requirements:

There are some courses that require a completion of a volunteer session for certification, please consult your catalog. Your volunteer work needs to be in the same area as the class that you have attended. Example: After completing the Studio Camera class members can begin volunteering as studio camera operators.

### Volunteer for class Credit:

This credit program, as envisioned by the Board of Directors, will allow volunteers to apply accumulated credits of up to 50% towards the cost of any future training course they wish to take. Any volunteer on a certified technical field or studio crew position (e.g. camera, audio, directing, etc.) can earn a \$20.00 credit that will be valid until their membership expires. Providing that they have filled out and submitted a volunteer form within 24hrs of their volunteer work, and that the producer of record has signed the form and verified by the Equipment room or Training Dept. For studio assistance one volunteer slip is equivalent to helping in a 3-hours shoot or the length of the full Studio Production time block. Similarly for Field or Editing volunteers a 3-hour session equals one volunteer slip. Producers cannot earn credit for their own productions, but may claim credits for volunteering on others.

Note: **Volunteers must be certified and have completed any volunteer requirements before they will be allowed to earn credits towards future classes. Remember that volunteer credits will expire if your membership become in active. If you renew in time the credits will be extended.**

**Important: Submit completed form in full at the end of a production or no later than 24hrs after the end of a shoot.**

<b>EQUIPMENT ROOM STAFF USE ONLY</b>
Date/Time: _____ Received by: _____

<b>TRAINING DEPT USE ONLY FOR CLASS CREDIT USE</b>
Received date: _____
Entered in our records by: _____