

# AFTER YOU'RE FINISHED SHOOTING

You have 2 days from completion of principal photography to turn in *copies* of the following forms to the Business Affairs Office:

## Hours Worked for:

Cast  
Crew

## Worker Compensation Forms for:

Cast and crew added to the production after “approval”

## Permits:

Filming Permits  
Minor's Work Permits

You should retain the **originals** of these documents for your files.

## Give Business Affairs Xerox **copies** only

Failure to comply could affect your grade in the course and your insurability for future projects (that is, you might be denied LMU insurance and have to purchase your own from an outside broker – and it's not cheap).

If you have questions, contact:

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