



## IMPORTANT INFORMATION ON THIS PAGE

**This signatory application must contain complete and accurate information in order to be processed. Any incorrect, incomplete or missing information will delay the processing and completion of your signatory application.**

The following documentation is required to begin the signatory application process:

Government issued photo ID with signature line visible for anyone signing this application

A copy of each **writer's agreement** (executed or not)

Guarantor must have ownership or financial interest in the signatory company applicant (a guarantor is required)

One of the following (Sole Proprietorships excluded):

Articles of Incorporation and Bylaws (Corporation)

Articles of Organization and Operating Agreement (LLC)

Partnership Agreement (LLP)

Fictitious Business Name Statement (if applicable)

The WGA may require proof of the signatory and/or guarantor's financial responsibility.

Please submit the completed application and supporting documents on the WGA West website here: <https://www.wga.org/employers/signatories/contact-us>

If you have any questions about the Signatory application or Signatory process, please contact us via email at Signatories or phone (323) 782-4514

**Your application is not complete without all required information and documentation.**



WRITERS GUILD OF AMERICA WEST



WRITERS GUILD OF AMERICA EAST

SIGNATORY COMPANY APPLICATION

\*Required Field

\* LEGAL NAME OF COMPANY \_\_\_\_\_

d/b/a: \_\_\_\_\_

\* Official company address for WGA records, correspondence and notices:

\* Address \_\_\_\_\_

NO P.O. BOXES OR EQUIVALENT // NO PRODUCTION OFFICES

\* Contact Name \_\_\_\_\_ \* Phone # \_\_\_\_\_

\* Email \_\_\_\_\_ \* Website \_\_\_\_\_

ATTORNEY

OTHER BUSINESS REP:

Name \_\_\_\_\_

Name \_\_\_\_\_

Company or Firm \_\_\_\_\_

Company or Firm \_\_\_\_\_

Street Address \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone# \_\_\_\_\_

Phone# \_\_\_\_\_

Email \_\_\_\_\_

Email \_\_\_\_\_

\* Are you producing content for another company? Under a PSA? YES \_\_\_\_\_ NO \_\_\_\_\_

If so, with whom: \_\_\_\_\_

TYPES OF CONTENT THIS COMPANY PRODUCES OR INTENDS TO PRODUCE:

- Theatrical Features, Low Budget, Game Shows, Podcasts, Free TV, Documentary, Comedy/Variety, High Budget SVOD, Pay TV, Animation, Series (Non-Prime Time), Direct-to-Video/DVD, Basic Cable, Episodic Series, Made-for-TV Movies, TV Animation

COLLECTIVE BARGAINING AGREEMENTS: Is your company signed with any of the following organizations to their collective bargaining agreements? Please check all that apply below:

SAG-AFTRA DGA IATSE NABET Teamsters Other: \_\_\_\_\_



### COMPANY INFORMATION

\* Company Name: \_\_\_\_\_

\* Authorized Signer Name and Title: \_\_\_\_\_

- CORPORATION
- LIMITED LIABILITY COMPANY
- GENERAL PARTNERSHIP
- LIMITED PARTNERSHIP
- JOINT VENTURE
- STATUTORY TRUST
- FOREIGN

\* Incorporated/Formed in the State/Country of: \_\_\_\_\_

\* Principal Place of Business in the State/Country of: \_\_\_\_\_

\* Date of Incorporation/Formation: \_\_\_\_\_

\* Federal ID#: \_\_\_\_\_ Organizational ID#: \_\_\_\_\_

\*\* For each principal shareholder/member that is a COMPANY, fill out the below and complete another copy of this form for that entity up through ultimate ownership. Mark N/A if no parent companies.

* Parent Corporation(s)	* % Owned
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Subsidiaries: \_\_\_\_\_

\*\* For each PERSON who is a principal shareholder/member, fill out the below and complete an INDIVIDUAL INFORMATION form (Page 3) up through ultimate ownership.

*Individuals Related	*Title	*% Owned
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

FOR ADDITIONAL PAGES, PLEASE CONTACT WGAW SIGNATORIES

**\*Required Field**



**WRITERS GUILD  
OF AMERICA WEST**



**WRITERS  
GUILD  
of AMERICA  
EAST**

## PARENT COMPANY INFORMATION

\*Company Name: \_\_\_\_\_

\*Authorized Signer Name and Title: \_\_\_\_\_

CORPORATION

LIMITED LIABILITY COMPANY

GENERAL PARTNERSHIP

LIMITED PARTNERSHIP

JOINT VENTURE

STATUTORY TRUST

FOREIGN

\* Incorporated/formed in the State/Country of: \_\_\_\_\_

\* Principal Place of Business in the State/Country of: \_\_\_\_\_

\* Date of Incorporation/Formation: \_\_\_\_\_

\* Federal ID#: \_\_\_\_\_ Organizational ID#: \_\_\_\_\_

**\*\*For each principal shareholder/member that is a COMPANY, fill out the below and complete another copy of this form for that entity up through ultimate ownership. Mark N/A if no parent companies.**

**\* Parent Corporation(s)**

**\* % Owned**

_____
_____
_____
_____
_____

_____
_____
_____
_____
_____

**Subsidiaries:** \_\_\_\_\_

**\*\*For each PERSON who is a principal shareholder/member, fill out the below and complete an INDIVIDUAL INFORMATION form (Page 3) up through ultimate ownership.**

**\*Individuals Related**

**\*Title**

**\*% Owned**

_____
_____
_____
_____
_____

_____
_____
_____
_____
_____

_____
_____
_____
_____
_____

**FOR ADDITIONAL PAGES, PLEASE CONTACT WGAW SIGNATORIES**



**WRITERS GUILD  
OF AMERICA WEST**



**WRITERS  
GUILD  
of AMERICA  
EAST**

## **\*INDIVIDUAL INFORMATION**

Complete this form for **each person who is a 10% or more owner of the applicant signatory company and/or any individual signing these signatory documents**

Professional Name: \_\_\_\_\_  
PLEASE PRINT CLEARLY OR TYPE

\* Full Legal Name: \_\_\_\_\_  
PLEASE PRINT CLEARLY OR TYPE

\* Last 4 SSN #: \_\_\_\_\_

\* Home Address: \_\_\_\_\_  
**NO P.O. BOXES OR EQUIVALENT**

Primary Phone #: \_\_\_\_\_ Additional #: \_\_\_\_\_

\* Email: \_\_\_\_\_  
**MUST BE INDIVIDUAL'S EMAIL ADDRESS**

Primary Source of Income: \_\_\_\_\_

Occupation/Position: \_\_\_\_\_

Employer: \_\_\_\_\_

Employer Address: \_\_\_\_\_  
**NO P.O. BOXES OR EQUIVALENT**

Work Phone # \_\_\_\_\_ Type of Business: \_\_\_\_\_

\* Name of Spouse: \_\_\_\_\_

Please include the names of any motion picture/television/radio industry guilds or unions of which you are a member: \_\_\_\_\_

Please list any previous projects you have produced: \_\_\_\_\_

**\* Do you manage or represent the services of writers?      Yes      No**

If you are an officer, owner or partner of any other production company, please indicate below:

Company Name	Relationship to Company	WGA Signatory?
_____	_____	Yes ___ No ___
_____	_____	Yes ___ No ___
_____	_____	Yes ___ No ___
_____	_____	Yes ___ No ___

**FOR ADDITIONAL PAGES, PLEASE CONTACT WGAW SIGNATORIES**



\*CURRENT PROJECT INFORMATION

A copy of each writer's agreement (executed or not) is required with this application

\* Project Title: \_\_\_\_\_ Greenlit Development

\* Are the company and writer utilizing the Low Budget Agreement (LBA)? Yes No

\* Intended Initial Release: Theatrical Television \_\_\_\_\_ (Network)

New Media/Streaming Original Derivative: \_\_\_\_\_ (Source Material)

HBSVOD SVOD AVOD \_\_\_\_\_ (Platform)

\* Name of Writer(s)

\* Date of Employment or Purchase

- 1) \_\_\_\_\_ Option/Purchase Employment \_\_\_\_\_
2) \_\_\_\_\_ Option/Purchase Employment \_\_\_\_\_
3) \_\_\_\_\_ Option/Purchase Employment \_\_\_\_\_
4) \_\_\_\_\_ Option/Purchase Employment \_\_\_\_\_
5) \_\_\_\_\_ Option/Purchase Employment \_\_\_\_\_
6) \_\_\_\_\_ Option/Purchase Employment \_\_\_\_\_

Source Material

Written By

Type

ex: Story, Treatment, Screenplay, Published Novel, Stage Play

Blank lines for Source Material information

Production Start Date: \_\_\_\_\_



**\*FINANCIAL INFORMATION FOR CURRENT PROJECT**

**\*Projected Budget of Project: \$ \_\_\_\_\_**

(Theatrical: Low Budget = under \$5 million; High Budget = \$5 million and above)

**FINANCING SOURCES:**

\_\_\_\_\_ % of budget financed

\_\_\_\_\_ % of budget financed

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Company or Firm

\_\_\_\_\_  
Company or Firm

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Phone#

\_\_\_\_\_  
Phone#

\_\_\_\_\_  
Email

\_\_\_\_\_  
Email

**DISTRIBUTION INFORMATION**

**Domestic**

**Foreign**

\_\_\_\_\_  
Distributor Name

\_\_\_\_\_  
Distributor Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Phone#

\_\_\_\_\_  
Phone#

\_\_\_\_\_  
Email

\_\_\_\_\_  
Email

**\* COPYRIGHT INFORMATION**

**Final Copyright Holder (TBD if unknown at this time): \_\_\_\_\_**

**\*ATTESTATION OF APPLICATION**

**As an Officer, Owner and/or Partner in this company, I acknowledge all of the information provided in this application is true and accurate to the best of my knowledge.**

By: \_\_\_\_\_  
(SIGNATURE)

Title: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_



## **LETTER OF ADHERENCE TO THE 2026 WGA THEATRICAL AND TELEVISION BASIC AGREEMENT**

The undersigned company (“Company”) and the Writers Guild of America West, Inc., on behalf of itself and its affiliate Writers Guild of America, East, Inc. (collectively “WGA” or “Guild”), accept and agree to abide by all terms and conditions of the 2026 WGA Theatrical and Television Basic Agreement (“2026 MBA”) as negotiated between the WGA and

**(PLEASE CHECK ONE):**

- the Alliance of Motion Picture and Television Producers (“AMPTP”)**
- the production companies of ABC, CBS and NBC (“Networks”)**

The 2026 MBA is in effect from May 2, 2026 through and including May 1, 2030 (“the Term”). The terms and conditions of the 2026 MBA shall apply retroactively to any employment of writers or purchase of literary material during the Term but preceding the execution of this letter of adherence. A Summary containing the terms and conditions is enclosed. The economic and other terms of the MBAs negotiated with the AMPTP and the Networks are the same with three exceptions. The three exceptions, which relate to long-form television, are noted in an Addendum at the end of the Summary. Regardless of which version of the 2026 MBA is selected, the Company executing this Letter of Adherence shall also be bound to the terms and conditions of Attachment 1 hereto, which amends the MBA in certain respects.

Anything to the contrary in the 2026 MBA notwithstanding, the Company shall remain primarily liable for all the terms and conditions of the 2026 MBA in the event the undersigned should sell, transfer or assign any of its rights as set forth and described in the 2026 MBA.

The Guild may in its discretion require at any time reasonable financial assurances that writers will receive all compensation (including but not limited to residuals and other forms of contingent compensation) to which they are entitled under the MBA or their individual agreements with company. Upon the Guild’s written request, the Company shall promptly provide such assurances as are acceptable to the Guild in the form of a lien, bond, cash deposit or escrow, security agreement and/or such other type acceptable to the Guild. In the event the Company fails to provide such assurances, the Guild shall have the right to withhold the services of writers until such assurances are provided.

The Pension Plan and Health Fund to which contributions are required by the 2026 MBA are separate entities and will independently determine whether your company may participate in these trusts. Should the Company be acknowledged as a participating employer, only contributions for bona fide covered employment will be accepted by them.

A photocopy, facsimile, electronic or other copy of this agreement shall have the same effect for all purposes as a signed original.

### **AGREED TO AND ACCEPTED**

\_\_\_\_\_  
FULL LEGAL NAME OF COMPANY

By: \_\_\_\_\_  
SIGNATURE

Name: \_\_\_\_\_  
PLEASE PRINT CLEARLY OR TYPE

Title: \_\_\_\_\_  
PLEASE PRINT CLEARLY OR TYPE

Email: \_\_\_\_\_  
PLEASE PRINT CLEARLY OR TYPE

Date: \_\_\_\_\_

**WRITERS GUILD OF AMERICA WEST, INC.**  
on behalf of itself and its affiliate  
**WRITERS GUILD OF AMERICA, EAST, INC.**

By: \_\_\_\_\_  
ELLEN M. STUTZMAN, Executive Director

Date: \_\_\_\_\_

**ATTACHMENT 1, LETTER OF ADHERENCE TO THE  
2026 WGA THEATRICAL & TELEVISION BASIC AGREEMENT**

1. Substitute the following expanded list of Los Angeles arbitrators in Articles 11.C.2.e.(3), 11.E.4., 11.F.5.a.(7), 11.G.5. and Theatrical Schedule A, paragraph 26.a.(3)(e):

LOS ANGELES

Sara Adler	Frederic R. Horowitz
Mark Burstein	Yuval Miller
Christopher Cameron	Kenneth Perea
Shawn Cloughesy	Michael Prihar
Douglas Collins	Robert Steinberg
Greg David Derin	Cheryl Stevens
Catherine Fisk	Jan Stiglitz
Terry Friedman	Richard Stone
Gayle Gavin	Gail Migdal Title
Juan Carlos Gonzales	Barry Winograd
William Gould IV	

2. Amend Section 2.a.(1) and (2) of Appendix C of the 2026 MBA as follows:

“2. The rates and other conditions of employment or for the acquisition of literary material from a professional writer applicable to programs made for basic cable shall be as follows:

a. The following shall apply except with respect to high budget dramatic programs, as defined in subparagraph 2.b. below:

(1) The Company may elect, with respect to all other programs, including Appendix A programs, to apply the provisions of subparagraph 2.b. to the employment of a writer. Otherwise, either the Guild or Company may notify the other that it wishes to bargain concerning rates and other conditions of employment to be applicable to the employment of writers or the acquisition of literary material for programs of the types heretofore traditionally produced for free television pursuant to any WGA Basic Agreement, produced primarily for the basic cable market. The parties agree to commence such negotiations within thirty (30) days of receipt of such notice. If no agreement is reached within sixty (60) days after bargaining has commenced, the Guild may, upon written notice to Company, instruct its members to refuse to render services with respect to such programs.

(2) Until such time as the Guild instructs its members to refuse to render services with respect to such programs produced pursuant to subparagraph 2.a.(1) above, the employment of a writer for such an entertainment program (herein “Program”) produced within the metropolitan areas of Los Angeles or New York, or of a writer hired within such areas for a Program to be produced within the United States, shall be subject to: (a) the Guild Shop provisions of this Agreement; (b) Articles 10-12 (grievance and arbitration); (c) Article 17, the Pension Plan and Health Fund provisions of this Agreement; provided that in no event shall the Company be required to make pension and health contributions in an amount greater than would be required if the Program were made for free television; (d) the requirement that the Company tender a written contract of employment to the writer within ten (10) days following the commencement of his or her employment and the requirement that the Company send to the Guild a copy of any writer’s executed contract for employment on a Program within one (1) week after receipt by Company of such executed contract; and (e) the requirement that the Company

notify the Guild of its intention to produce such a program at least ninety (90) days prior to commencement by any writer of writing services on the Program provided, however, that with respect to material written to be part of such a Program, this subparagraph 2.a.(2) shall apply to continuity material only when such material is written to be a part of a Program originally produced for exhibition on basic cable (as distinguished from a program originally produced for exhibition in another medium). If the Company fails to provide timely notice of its intention to produce such Program as required in this subparagraph, then the provisions of subparagraph (1) above shall not apply and the Guild may, not earlier than twenty-four (24) hours after written notice to the Company, instruct its members to refuse to render services with respect to such Program.

- (3) The employment of a writer for a dramatic program one (1) hour or longer which is to be produced in the United States for basic cable television under a budget less than (i) \$1,200,000 for a one (1) hour program; (ii) \$1,500,000 for a ninety (90) minute program; or (iii) \$1,500,000 for a two (2) hour or longer program (other than one covered by Paragraph 2.a.(2) above) shall be subject to the requirement that the Company notify the Guild at least ninety (90) days prior to commencement by any writer of writing services on the program.”

3. If a Company elects to submit a Notice of Tentative Writing Credits to the Guild via email, it shall use the following email forms: [THEATRICAL MOTION PICTURES](#), [TELEVISION MOTION PICTURES](#), and [NEW MEDIA MOTION PICTURES](#). Notices may be sent to a participating writer by email only if the writer’s representative is also given email notice and the writer’s personal services contract (or an amendment thereto) contains all of the following: (1) the writer’s express agreement to receive notices by email; (2) the writer’s email address; and (3) the email address of at least one of the writer’s representatives. The email address of the writer’s representative must be an individual address, not a general company mailbox, and must appear on the face of the notice.
4. Company agrees that all writing credits for programs written pursuant to the Sideletter on Literary Material Written for New Media shall be subject to the television credits schedule applicable to the program type.
5. For purposes of Article 11.A.6.a. of the MBA, all notices sent by WGA to the Company by email shall be sent to the email address(es) provided by Company in the above referenced Letter of Adherence and any accompanying Letter of Guaranty, and all notices sent by the Company to the WGA by email shall be sent to the [Legal Department](#).
6. Any notice the Company elects to serve by email on the Guild under Article 41 of the MBA (other than notices addressed in Paragraph 3 above) shall be sent to the [Legal Department](#). Any notice the WGA elects to serve by email on the Company under Article 41 of the MBA shall be sent to the Company at the email address(es) provided by Company in the above reference Letter of Adherence and any accompanying Letter of Guaranty.
7. Company and the WGA agree that Article 11.A.3 of the MBA shall be amended to allow arbitrators, upon a showing of good cause, including considerations based on pandemic-related safety concerns, to hold arbitration hearings remotely via teleconference when requested to do so by either party.
8. The Company agrees it will not discipline any writer covered by the MBA on the basis of the writer’s refusal as an individual to cross a picket line of another labor organization, and the writer shall incur no liability for breach of the writer’s employment contract for such conduct.



## **GUARANTEE AGREEMENT UNDER THE 2026 WGA THEATRICAL AND TELEVISION BASIC AGREEMENT**

Reference is made to the Letter of Adherence to the 2026 Writers Guild of America Theatrical and Television Basic Agreement (“2026 MBA”) between \_\_\_\_\_ (herein after “Company”), and Writers Guild of America, West, Inc. on behalf of itself and Writers Guild of America, East, Inc. (jointly “WGA”) which is entered into concurrently with this guarantee. To induce the WGA to sign the Letter of Adherence, the undersigned, as an individual, agrees to the following:

You agree to guarantee performance of the 2026 MBA by Company.

You agree to assume all obligations of Company under each employment agreement for writing services and option or purchase agreement for literary material entered into at any time during the term of the 2026 MBA.

You agree to assume all obligations of the 2026 MBA pertaining to such employment and option or purchase agreement and specifically agree to be bound by, and a party to, any grievance and/or arbitration under the 2026 MBA, should a dispute between a writer and/or WGA and Company arise. You and Company shall be deemed jointly and severally liable under any grievance, arbitration award or settlement.

You agree that service upon Company pursuant to the 2026 MBA shall constitute service upon you.

This guarantee is irrevocable. Nothing contained in this agreement shall be construed to relieve Company from its obligations under such employment and option or purchase agreement or its obligations under the 2026 MBA.

A photocopy, facsimile, electronic or other copy of this agreement shall have the same effect for all purposes as a signed original.

### **AGREED TO AND ACCEPTED**

By: \_\_\_\_\_  
INDIVIDUAL'S SIGNATURE

Name: \_\_\_\_\_  
PLEASE PRINT OR TYPE INDIVIDUALS'S NAME

Address: \_\_\_\_\_  
NO P.O. BOXES OR EQUIVALENT

Email: \_\_\_\_\_

Date: \_\_\_\_\_



# Producer-Writers Guild of America Pension Plan Writers' Guild-Industry Health Fund



Jim Hedges, Chief Executive Officer

## FORM 5-B

### 2026 Theatrical & Television Agreement

The undersigned employer represents and declares:

1. That it employs Writers (herein "Such Writers") who render writing services in the preparation of literary material subject to the 2026 WGA Theatrical and Television Basic Agreement ("2026 MBA") and/or such other collective bargaining agreements as the Writers Guild of America may enter into with employers (herein "Basic Agreements").
2. That it is familiar with the provisions of (a) the Agreement and Declaration of Trust establishing the Writers Guild-Industry Health Fund dated September 23, 1973, as amended, herein referred to as the "Health Fund", and (b) the Producer-Writers Guild of America Pension Plan dated March 31, 1960, as amended, hereinafter referred to as the "Pension Plan", and (c) said applicable 2026 MBA.
3. That the employer and the Writers Guild of America are signatories to one or more such Basic Agreements, which Basic Agreements are in conformity with the law for the employee unit described below, and such union (a) is a party to the Health Fund, as set forth in Section 1 of Article I of the Health Fund, with respect to Such Writers, and (b) is a party to the Producer-Writers Guild of America Pension Plan as set forth in Section 31 of Article I of the Pension Plan with respect to Such Writers. The rate and obligation of the undersigned employer to make contributions (a) to such Health Fund with respect to Such Writers, and (b) to such Pension Plan with respect to Such Writers, shall commence on and continue for the period and in accordance with the Health Fund and the Pension Plan provisions of the 2026 MBA.
4. Also in accordance with such 2026 MBA and for the period and purposes set forth therein, the employer shall pay to the Pension Plan and Health Fund through its administrator in pursuance of the 2026 MBA the contributions the undersigned employer is obligated to make under such Basic Agreements to the Health Fund.
5. The undersigned by this document adopts and intends (a) to become a party to and to participate in the Health Fund with respect to Such Writers to the same extent as though the undersigned had executed such Trust Agreement or a counterpart thereof, in accordance with Section I, Article IX of said Health Fund, and (b) to become a party to and participate in the Pension Plan with respect to Such Writers by the execution of the document, in accordance with Section 2, Article XIII thereof.

The employer appoints as its agent (check one, if any):

- Alliance of Motion Picture & Television Producers     Other: \_\_\_\_\_

to act for it under the terms and conditions of said Health Fund and the Pension Plan, except that said agent shall not be empowered to act under the provisions of Article VI, or Section 2, of Article VII and Section 3 of Article XIII of the Pension Plan, or under the provision of Section 2 of Article VIII of the Health Fund.

\_\_\_\_\_  
EXACT LEGAL NAME OF THE COMPANY

By: \_\_\_\_\_  
SIGNATURE

Name: \_\_\_\_\_  
PLEASE PRINT CLEARLY OR TYPE

Title: \_\_\_\_\_  
PLEASE PRINT CLEARLY OR TYPE

Date: \_\_\_\_\_

For Office Use Only

Accepted the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_

**Producer-Writers Guild of America Pension Plan  
and on behalf of Writers' Guild-Industry Health Fund**

By: \_\_\_\_\_

CHIEF EXECUTIVE OFFICER



**WRITERS GUILD  
OF AMERICA WEST**



**WRITERS  
GUILD  
of AMERICA  
EAST**

**NOTICE OF AGENT FOR SERVICE OF PROCESS**

The undersigned company hereby appoints the following individual as the Agent for Service of Process in connection with any matters related to the Writers Guild of America collective bargaining agreement.

**Should this individual cease to act as agent for service of process for any reason whatsoever, company agrees to appoint a new agent without delay and immediately submit to the WGA, a new Notice of Agent for Service of Process.** Company agrees that all written notices required under the provision of said collective bargaining agreement which are sent by first class mail, postage prepaid, to Company's last address, with a copy sent to the below-appointed agent, shall constitute and be valid service under the applicable bargaining agreement. Company understands that the designated agent will remain in effect until the WGA receives notification from Company that the agent has been replaced by another individual.

**Agent must be resident of California or New York**

**Post Office Boxes and equivalents are not acceptable**

This agreement may be executed in multiple counterpart and all of which taken together shall constitute one and the same instrument respectively. A photocopy, facsimile, electronic or other copy shall have the same effect for all purposes as a signed original.

**PLEASE COMPLETE SECTIONS 1, 2 AND 3 BELOW.  
(This form will not be accepted unless all 3 sections are completed.)**

**1. NAME OF COMPANY:** \_\_\_\_\_

By: \_\_\_\_\_  
SIGNATURE

Name: \_\_\_\_\_  
PLEASE PRINT CLEARLY OR TYPE

Title: \_\_\_\_\_  
PLEASE PRINT CLEARLY OR TYPE

Date: \_\_\_\_\_

The undersigned hereby agrees to accept service of process in connection with any disputes or notices arising under any collective bargaining agreement:

**2. NAME OF APPOINTED AGENT:** \_\_\_\_\_  
PLEASE PRINT CLEARLY OR TYPE

Company/Law Firm (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_  
NO P.O. BOXES OR EQUIVALENT

**California or New York (choose one)**

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**3. APPOINTED AGENT SIGNS HERE:**

By: \_\_\_\_\_  
SIGNATURE

Date: \_\_\_\_\_



### THE SIGNATORY PROCESS:

Upon receiving your completed application, we will review it to determine if any additional information and/or documents are needed before assessing your signatory eligibility.

Submission of all required completed forms is essential. If your application is accepted, the WGAW will return countersigned signatory documents and assign your company a unique employer number.

The Producers-Writers Guild of America Pension Plan/Writers' Guild-Industry Health Fund ("Trusts") will independently determine your company's status as a participating employer, to the Trusts Agreements. If Writer (or writer's spouse, parent, spouse's parent, sibling or lineal descendent) owns 10% or more of the Company, or if Writer is an Officer, Board Member or Director (or serves in another capacity of a non-profit), we suggest you review the "[10% Owner/Writer](#)" criteria on the WGA Plans website [www.wgaplans.org](http://www.wgaplans.org) prior to submitting your application. This information can also be obtained by calling the Trusts at (818) 846-1015.

### SIGNATORY COMPANY OBLIGATIONS:

If you become a WGA signatory you will be required to complete the following steps each time you engage writers. This is only an outline and other obligations may apply under the MBA depending on the type of project.

1. **Contracts** – When you have **engaged a writer**, please email or mail a copy of the executed agreement to the WGA's [Agency Department](#).

For questions pertaining to the MBA or compensation minimums please email the WGA's [Contracts Department](#) or call (323) 782-4501. WGA Low Budget Agreements or WGA Documentary Screenplay Contracts for theatrical films budgeted at \$1.2 million or below are available by Writer request, but application filing and prior approval is required. Please email the WGA's [Contracts Department](#) or call (323) 782-4501 for Member and Non-Member project applications.

2. **Worklist Information** – Please send a **Weekly Worklist** to the Membership Department with the names of all writers you are currently engaging for services. The [Weekly Worklist form](#) is available for download on the WGA website. For questions about worklists, please email the [Membership Department](#) or call (323) 782-4532.
3. **Pension and Health Contributions** – If you have employed a writer you will need to send Pension and Health contributions to the Producers-Writers Guild of America Pension Plan/Writers' Guild-Industry Health Fund ("Trusts") along with a "Report of Contributions" form. This form will be sent to you along with other pertinent information directly from the Trusts. You can also obtain a copy by visiting [www.wgaplans.org](http://www.wgaplans.org) or by calling the Trusts at (818) 846-1015.
4. **10% Owner/Writer** – If Writer (or writer's spouse, parent, spouse's parent, sibling or lineal descendent) owns 10% or more of the Company, or if Writer is an Officer, Board Member or Director (or serves in another capacity of a non-profit), we suggest you review the 10% Owner/Writer criteria of the Trusts prior to submitting contributions. The rules can also be found at [www.wgaplans.org](http://www.wgaplans.org) or you may contact Employer Compliance at the Trusts (818) 846-1015 for assistance.

5. **Credits and Creative Rights Information** – Upon completion of principal photography you must complete and send a Notice of Tentative Writing Credits (NTWC) to all participating writer(s) and the WGA. NTWC forms are available for download from the WGA [website](#). If you choose to email NTWCs to the Guild, use the following email forms: [THEATRICAL MOTION PICTURES](#), [TELEVISION MOTION PICTURES](#), and [NEW MEDIA MOTION PICTURES](#). For credits questions please email the [Credits Department](#) at or call (323) 782-4528. If you have questions about writers' creative rights, please email the [Creative Rights Department](#) or call (323) 782-4741.
6. **Script Publication Fee** – If you produce a theatrical motion picture, a one-time fee of \$12,500 becomes due to the credited writer(s), through the Guild's Residuals Department, 30 days after final credit determination. This fee may be paid out differently for certain WGA Low Budget Agreement theatrical films or WGA Documentary Screenplay Contract theatrical documentaries. Please email the [Residuals Department](#) or call (323) 782-4700 for further details.
7. **Residuals** – Once your project has moved from initial distribution into reuse, residuals may be due. Please email the [Residuals Department](#) or call (323) 782-4700 for details on formulas and help with calculations.
8. **Assumption Agreements** – If you sell a project outright or enter into a distribution agreement you must obtain a WGA assumption agreement. For copies of the WGA assumption agreements please email the Signatories Department or call (323) 782-4515.
9. **Financial Assurances** – Prior to principal photography, in cooperation with our sister guilds, SAG-AFTRA or the DGA may be contacting you to acquire on the WGA's behalf further financial assurances including, but not limited to, security agreements, intercreditor agreements, subordination agreements, guaranty agreements, a residuals reserve or a collection account management agreement. If you have any questions, please email the [Signatories Department](#) or call (323) 782-4515.

#### **ADDITIONAL RESOURCES:**

We suggest you begin by visiting the WGAW website, [www.wga.org](http://www.wga.org) which has a wide range of information designed to help you, or by clicking on the links below:

1. [What Every Producer Needs to Know](#)
2. [2026 MBA Schedule of Minimums](#)
3. [2026 MBA Summary](#)
4. [2023 WGA Theatrical and Television Basic Agreement \("MBA"\)](#) (pdf). Please note the 2023 MBA is currently available online. When the new 2026 MBA is published it will be available online.
5. [Guide to New Media](#)

Thank you for your interest in the Writer Guild of America West. If you have any questions please email the [Signatories Department](#). We are happy to help.