

**THE
AQTIS 514 IATSE
MEMBERS'
GUIDE**





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THE AQTIS 514 IATSE MEMBERS' GUIDE

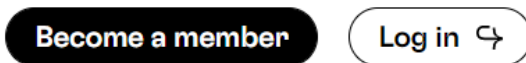
The Alliance québécoise des techniciens et des techniciennes de l'image et du son, AQTIS 514 IATSE, is affiliated with the FTQ and represents some 7,000 freelancers in more than 200 trades related to the design, planning, setup and execution of audiovisual productions. It represents, defends and advocates for their interests with other parties, provides them with a social safety net, and negotiates collective agreements stipulating working conditions.

AQTIS 514 IATSE was created through the merger of three unions that had been established in Quebec for decades. Since January 1, 2021, it has been the voice of creative artists, craftspeople and technicians working on all local and foreign film, television, new media and advertising productions shot in Quebec.

Welcome to your union!

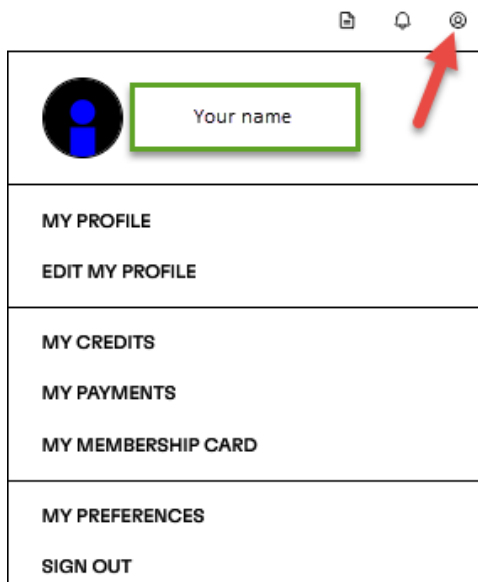
1. Your space is secure

On the AQTIS 514 IATSE website, at the top right corner, you can log in to your account.



YOUR PROFILE

By clicking on the profile icon, you will have access to the following menu:



My profile: You can find and update your personal information here. This information does not appear in the membership directory. Only your telephone number and email address are listed in the directory so that other members and authorized producers can contact you.

My preferences: You can set your subscriptions to emails and SET job postings here.

My credits: You can access your credits summary here (one credit equals one day of work). Note that it takes six to eight weeks for your AQTIS 514 IATSE workdays to be posted. For the moment, only credits from Quebec productions will appear. To find out how credits you have accumulated on American productions, please contact our Member Services team.

My membership card: This card is used to confirm your membership status in real time.

MEMBERSHIP CARD

You can store your digital membership card in your Apple or Android app.

[A printable PDF version can also be downloaded here.](#)



My documents :



We will store your confidential documents regarding insurance, notice of assessment, activity reports, tax receipts, etc.

You can access it here: <https://aqtis514iatse.com/en/inbox/>

2. AQTIS 514 IATSE Departments

a) Member Services

i. Benefits

AQTIS 514 IATSE and IATSE 667 merged on January 1, 2021 to form AQTIS 514 IATSE.

Each organization had a group insurance plan and a group RSP for its members.

A benefits committee has been created to determine the future of these plans under the new organization. Until a decision is made, the original plans will remain in place.

Insurance Plans

When you join the union, you will not necessarily have access to an insurance plan, as this will depend on several factors. To find out your eligibility for insurance, please contact the Member Services team.

Following the next insurance review (on April 1 and October 1 of every year), you will receive a letter indicating your insurance plan (Blue Cross or Canada Life). Your plan will be assigned based on the policy that provides you with the best coverage.

You can find the Blue Cross and Canada Life group insurance brochures online:

<https://aqtis514iatse.com/en/tools-documents/insurances/>

	AQTIS (Quebec productions) Continues to exist for benefits		IATSE 514 (U.S productions, except for the Camera dept.) Operates under the name of RSSAL		IATSE 667 (U.S productions – Camera dept.) Toronto local still in operation	
	Prod. Share	Tech. Share	Prod. Share	Tech. Share	Prod. Share	Tech. Share
Insurance	4%	2.5%	4%	4%	4,5% & \$15 per workday	
	Blue Cross		Canada Life		Canada Life	

Pension Plans

1. You work under **AQTIS contracts** (for AQPM producers, APP producers, single domestic agreements). The contributions to your RSP and DCRPP are sent to iA Financial Group.
[Click here to view the pension plan brochure](#)
2. You work under **AQTIS 514 IATSE** contracts (U.S. productions): The contributions to your RSP are sent to Canada Life.
[Click here to view the pension plan documents.](#)

	AQTIS		IATSE 514		IATSE 667	
RSP	Prod. Share	Tech. Share	Prod. Share	Tech. Share	Prod. Share	Tech. Share
	-	5%	5%	5%	6%	Voluntary contribution
	iA Financial Group		Canada Life		Canada Life	

	AQTIS		IATSE 514	IATSE 667
DCRPP defined contribution plan	Prod. Share	Tech. Share	None	None
	5.5%	-		
	iA Financial Group			

Contact

If you have any questions about your insurance or RSP, please contact:

Binta Baldé, Benefits Officer for AQTIS (Medavie Blue Cross and iA Financial Group)

bbalde@aqtis514iatse.com

514-844-2113 extension 230

Kawtar Kreim, Benefits Officer for IATSE 514 (Canada Life)

kkreim@aqtis514iatse.com

514-844-2113 extension 258

ii. Membership Status

For any enquires concerning your status, your accumulated credits or recognition of experience in a position, please contact the Member Services Team at 514 844-2113 or membres@aqtis514iatse.com.

The membership criteria by department are available at:
<https://aqtis514iatse.com/en/become-member/>

Status Summary Table

Membership status	Details
Member in good standing, recognized in a position	<p>Has paid annual dues, is in good standing:</p> <ul style="list-style-type: none"> - Access to the directory and is listed there - Access to SET job postings - Has access to the secure pages of the website - Pays union dues of 2.5%
Member awaiting recognition	<p>A member with no listed position in the directory must comply with the departmental recognition criteria to obtain recognition in the chosen position.</p> <ul style="list-style-type: none"> - Has access to the directory and appears in it, but without a position - Access to SET job postings (after recognized members) - Has access to the secure pages of the website - Pays union dues of 2.5%
Member not in good standing	<p>A member is not in good standing if annual dues are not paid by January 1st. Must pay the amount in full to restore status.</p>
Expelled member	<p>A member not in good standing who has not paid their dues in full by March 1st:</p> <ul style="list-style-type: none"> - Is not listed in the directory - Has no access to SET job postings - No access to secure pages of the website - Loses insurance coverage <p><u>If working:</u></p> <ul style="list-style-type: none"> - Pays union dues of 2.5% - Pays for a work permit on AQTIS contracts (7.5%) - Cannot work on U.S. productions if membership is not reinstated
Honourable withdrawal	<p>Member having asked to quit the association, with no dues outstanding:</p> <ul style="list-style-type: none"> - Is not listed in the directory - Has no access to SET job postings - Has no access to secure pages of the website



	<ul style="list-style-type: none">- Has no insurance <p><u>If working:</u></p> <ul style="list-style-type: none">- Pays union dues of 2.5%- Pays for a work permit on AQTIS contracts (7.5%)- Cannot work on U.S. productions if membership is not reinstated
Permittee under AQTIS contract	<p>Has obtained their first AQTIS contract:</p> <ul style="list-style-type: none">- Is not listed in the directory- Has access to SET job postings sent to permittees, after other members- Has access to certain secure pages of the website <p><u>If working:</u></p> <ul style="list-style-type: none">- Pays union dues of 2.5%- Pays for a work permit on AQTIS contracts (7.5%)- Pays for a work permit on U.S. productions (12.5%) only if authorized by the association
Retired member	<p>Member having informed us of their retirement from the industry</p> <ul style="list-style-type: none">- Is not listed in the directory but has access to it- Has no access to SET job postings- Has access to the secure pages of the website- Loses insurance coverage





iii. Union Life

AQTIS 514 IATSE has 27 departments.

A shop steward is elected by each department and reports to the Executive Committee. The steward addresses any issue concerning the positions in the department. The elected person is notably called upon to collaborate on the revision of the criteria for the recognition of positions in the department. They must also study requests for equivalent experience according to the established guide.

The list of departments, the activities of each and the names of their representatives are available at <https://aqtis514iatse.com/en/infos/>

As a member, you also have privileged access to your department's Facebook group. Join it to take advantage of the opportunities and stay informed. The Facebook pages can be accessed through the Department Info section.

Follow us on [Facebook](#), [Twitter](#), [LinkedIn](#) et [Instagram](#)!

iv. Member & Family Assistance Program (MFAP)

Free access to a host of services to help solve problems large and small. As a member, you and your loved ones sharing the same address also share access to this program 24/7. Visit <https://aqtis514iatse.com/en/tools-documents/assistance/> for more information.

3. The Constitution & Bylaws

Go to <https://aqtis514iatse.com/en/tools-documents/status-rules/> to see the Constitution & Bylaws.



NEGOTIATION CHECKLIST

This guide to negotiating a contract contains a series of questions to ask in order to know exactly what type of contract you are entering into and to equip you to negotiate your working conditions.

Initial contact with the production Is it an AQTIS 514 IATSE contract?

- Yes
- No: We encourage you to contact the AQTIS 514 IATSE labour relations team to determine whether the production falls within the union's jurisdiction:
info@aqtis514iatse.com

Which is the relevant collective agreement for this project?

- Film
- Television
- New media
- Commercials
- US productions (studio mechanics)
- US productions (camera)

What is your tax status?

- Employee
- Service provider (self-employed, incorporated or registered)

What is the contract type? (AQPM: Film – TV – New Media / or US Productions: Studio Mechanics – Camera)

- Daily (AQPM)
- Regular (AQPM)
- Daily (US)
- Weekly (US)

How many days of work?

What dates?

For AQPM productions, what are the guaranteed minimum hours?

- 4 hours: only for special schedules in film, TV dramas and commercials; at all times in non-drama TV
- 7 hours: only in non-drama TV
- 8 hours: film, TV dramas and commercials
- 10 hours: TV (drama and non-drama)
- LUMP SUM: TV drama 450K and more, film and commercials: some positions

NEGOTIATING POINTS AND BARGAINING CHIPS

- Number of guaranteed days
- Personal experience, previous projects
- Roles and responsibilities
- Your skills
- Nature of tasks to be performed
- Driving a vehicle
- Workload: composition of the team
- Personal equipment: negotiate rental if applicable

NEGOTIATION CHECKLIST

It is important to know the production budget, which gives you an idea of what ballpark you're in.

For AQPM and APP productions, what is the production budget?

TV DRAMA

- \$0 to \$199,999 per hour
- \$200,000 to \$449,999 per hour
- \$450,000 to \$599,999 per hour
- \$600,000 to \$799,999 per hour
- \$800,000 per hour and more
- \$1,000,000 per hour and more: foreign productions

FILM

- \$0 to \$2,999,999
- \$3,000,000 to \$5,999,999
- \$6,000,000 to \$9,999,999
- \$10,000,000 to \$14,999,999
- \$15,000,000 and more
- \$50,000,000 and more: foreign productions

TV NON-DRAMA

- \$0 to \$49,999 per hour
- \$50,000 to \$99,999 per hour
- \$100,000 to \$174,999 per hour
- \$175,000 to \$399,999 per hour
- \$400,000 per hour and more

COMMERCIALS

- Regular agreement
- Chapter 21 exemption: special conditions when there are 15 or fewer technicians

NEW MEDIA

- No budget-related provisions
- Salary by mutual agreement

US PROJECTS

Studio mechanics / Camera

- Tier A TV
- Tier B Feature film

For average salaries (per contract, tier and position) [CLICK HERE](#).

TIPS

In the case of a returning series, it can be a good idea to contact the technicians from the previous season to find out what they were paid.

Will you perform more than one task and/or position?

- No (not allowed on US productions)
- Yes - Which ones? (only for AQPM productions)
- If so, you are entitled to an additional 15% on the negotiated salary
- 25% for make-up artists and hair dressers (maximum of 1 combined position per 4 people)
- 35% in commercials

If need be, please contact us to determine whether the offer is consistent with the provisions in the collective agreements regarding combinations of tasks and positions.

NEGOTIATION CHECKLIST

Other points to check before signing on the dotted line, to avoid surprises

Other relevant questions:

- Day
- Night
- Indoor (studio)
- Indoor (on location)
- Outdoor
- Number of locations per day
- Who are the other members of the team?
- What equipment?
- 5-5 or 6-6 schedule?
- Preliminary contract

PRELIMINARY CONTRACT

WRITTEN exchange between the producer or the producer's representative and the technician, specifying **AT A MINIMUM**:

1. The position(s)
2. The hourly rate and/or lump sum
3. Type of contract: daily or regular
4. Number of guaranteed days of work (6-6)

If you were hired by a department head or another technician, make sure the producer is informed in writing.

Note: a preliminary contract is binding on both parties.

Points to check when signing the contract:

- Is my personal information accurate (contact information, member/permittee number, SIN)?
- Is the tax status correct ("employee" or "service provider")?
- Do I need a T2200 slip?
 - For all work-related expenses
 - To deduct the expenses from your income, you must keep your invoices

For AQPM projects, is the number of guaranteed days on the contract consistent with the original agreement?

- Is the position on the contract consistent with the original agreement?
- Is the salary what was negotiated?
- Are special clauses included, if relevant (e.g. equipment)?

The employment contract must be duly completed and signed by the beginning of the first day of work.

BEFORE signing the contract, ask the producer's representative to correct any incorrect information on the contract. If in doubt, contact the union advisor assigned to the production.

This document is intended only as a guide and should not be construed as a complete reference document on the collective agreements. We advise you to remain vigilant and to contact us if you have any questions.