



Distant Location Verification Form

Use this form to request an extension of your training deadline based on your employment on a production on distant location.

Note that by working on distant location, you may be eligible for an extension of training deadlines for *in-person training only*. (In other words, this may apply if your work on distant location prevents you from visiting Contract Services' training campus in Burbank to complete your in-person training requirements.) Extensions based on distant location are generally *not* granted for training that is available online.

Employee Information:	
Employee Name:	
Last 4 SSN OR Industry Link Number (IL#):	
Dates Employee on Distant Location: From:	To:
Production Information:	
Studio/Producing Company:	
Production Title:	
Distant Location Address:	
Production Office Address:	
Production Office Contact:	
Production Office Phone:	Production Office Fax:
Name of Production Representative OR Unit Production Manager (UPM):	
Production Representative or UPM Phone:	

This section must be completed by a Production Representative or UPM.

I, _____, certify that _____
 (Production Representative/UPM) (Employee)

is/was employed on distant location as stated above.

 (Production Representative/UPM signature) **Date:** _____

Please complete and return by email, fax or mail to Contract Services.

Contract Services
2710 Winona Avenue
Burbank, CA 91504

Email: extensions.safetypass@csatf.org
Phone: 818.565.0550
Fax: 818.565.0535