

OVERHIRE INFORMATION



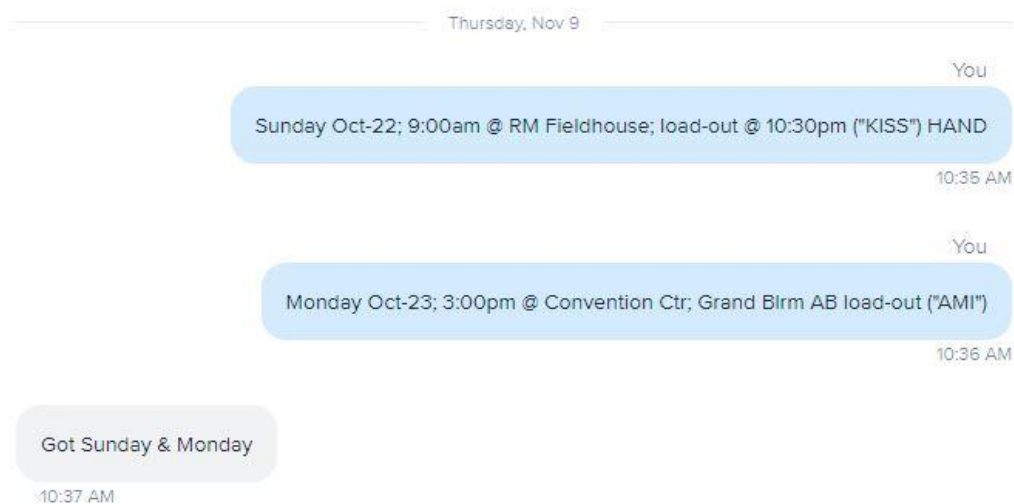
WORK CALLS

Local 27 uses an online texting service to dispatch work calls. The number is 866-458-2460. Please note this number is for texting only – you cannot call it.

Please respond to every text in a timely manner (even if you're not available) with "THANKS FRIDAY", "GOT MONDAY & TUESDAY", "NOT AVAILABLE", ETC. You will not get reply from us – your name is checked off on the schedule once we get your confirmation.

Please do not respond with an emoji, as they do not always come through on our end.

SAMPLE TEXT & REPLY:



Arriving early for your calls is always recommended, especially on the first day. You are expected to be checked in no later than your given call time. Leaving ample time on your first day allows you to familiarize yourself with the area, find your check-in location, and complete paperwork if needed (even if you run into any unexpected traffic or parking issues).

ALWAYS check in & out with your Steward! Not doing so could result in a failure to be paid or payroll issues.

In case of emergency, please call the office directly at 216-621-9537. If it is after hours, please follow the prompts and **leave a voicemail with the emergency contact**. Do not text or email us – these are not monitored 24/7.

IATSE Local 27, Theatrical Stagehands
1422 Euclid Ave., #1604, Cleveland, OH 44115
T: (216) 621-9537

EMPLOYER & VENUE INFORMATION

Employer & venue information for your calls can be found on our website (www.iatse27.com).

Please read through this information in its entirety before reaching out with questions.

PAYROLL ISSUES

Keep track of your hours (start time, meal periods, end time, etc.). Please submit payroll issues via email to: payroll@IATSE27.com. Include details: List each day you worked, times in and out, meal periods, what was due to you vs. what was paid, etc. Attach a copy/picture of your paystub (where applicable). We will reach out to your employer and follow-up with you as soon as possible.

ACRONYMS

We use various acronyms to cut back on text message length. Some of those are as follows:

I/S/O = In, Show, Out

I/O = In, Out

HR = High rigger

DR = Down rigger

LX = Electrics

CPH = Cleveland Play House

GLT = Great Lakes Theater

HCCC = Huntington Convention Center of Cleveland

PHS = Playhouse Square

PH = Public Hall

RMF = Rocket Mortgage Fieldhouse

BASIC TOOLS & EQUIPMENT

Specifics needs will vary by gig, but below is a list of tools & apparel that may be required of you.

- Works gloves
- High visibility vest
- Hardhat
- Crescent wrench (8")
- Pocketknife
- Steel-toed boots (not required for most, but recommended)