



UNIVERSITY OF ALBERTA

Department of Drama Faculty of Arts

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Tel: 780.492.2271
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Name: _____

Event/Production: _____

Phone Number: _____

Current U of A Student: _____

U of A ID: _____

Speed Code	Rental Event/ Studio Number	Position Code	Rate	Date Worked	Start Time	End Time	B r e a k	Start Time	End Time	B r e a k	Start Time	End Time	Shift Superv. Initial	Number Regular Hours	Number OT Hours		
Totals:																	

Employee Signature: _____

Date: _____

Supervisor/Manager
Signature: _____

Date: _____

Account Authority
Signature: _____

Date: _____

Position Codes/Descriptions

Code:	Description:	Code:	Description:	Code:	Description:	Code:	Description:
FOH	Front of House Manager	CPR	Costume/Props Rentals	TECH	Technician	SR	Staff Replacement
BAR	Bartender	COST	Costumer	ST	Supervising Technician	OTH	Other
BOX	Box Office	SAP	Scenic Artist/Props Builder	TD	Technical	USH	Usher