

JIGSAW CASTING LTD.
BEST PRACTICES DURING COVID-19

OUR APPROACH

LOCAL HAS NEVER BEEN MORE IMPORTANT



THE NOW

The performers will shoot their auditions guided by the script and director's notes. Submissions are uploaded to a private site where they will be vetted personally by Shasta. Only the best auditions will be submitted for consideration.

Should the performer require a callback or directed audition, that can easily be set up with a video chat that the team can remotely attend.

PLEASE NOTE:

If this is a union project, Jigsaw is happy to handle all necessary paperwork

PHASE ONE

This is when we as an industry are permitted to get back to work, but we are taking major precautions to limit physical contact and exposure, working remotely wherever possible.

PHASE TWO

In this phase, we will be moving towards getting back to work with a normal work flow, just at a reduced capacity.



CASTING PROTOCOL

REMOTE / DIGITAL / VIRTUAL CAPABILITIES & CAPTURE

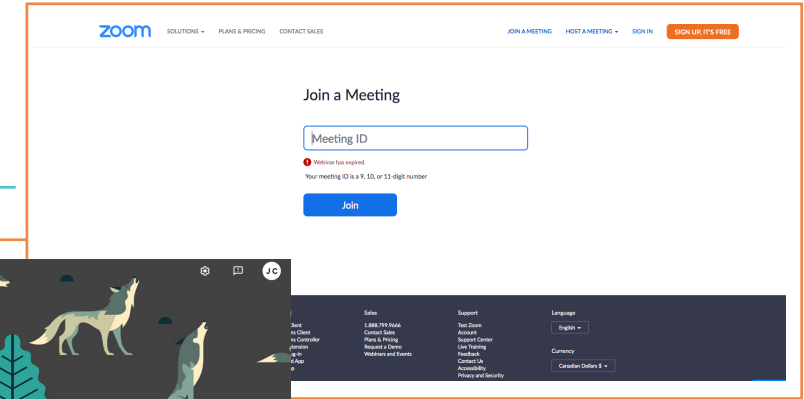
The good news is that we have always had this capability and often use video/Skype callbacks when auditioning performers in North America.

We can use an online video call platform that the director and our clients can easily join in and view the audition sessions from wherever they are.

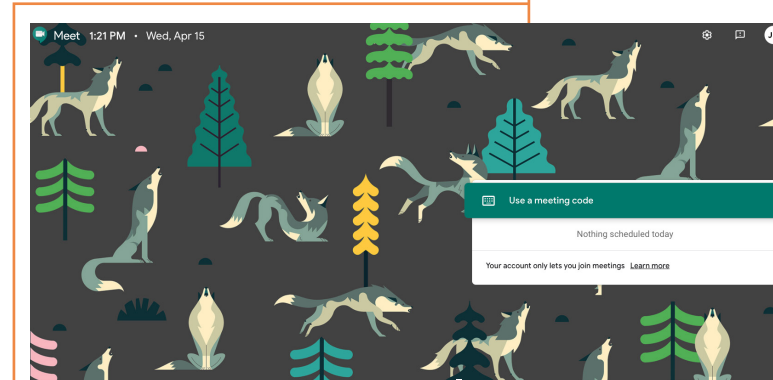
PLEASE NOTE:

- ⚙️ The quality is not as good as it is when recorded at a professional studio.
- ⚙️ Wired internet connections are highly recommended instead of Wi-Fi.
- ⚙️ Seeing the actor perform the audition is more important than the actor seeing the a team. Disable your video to produce better bandwidth and smoother video feed.
- ⚙️ There are many options for Online Video Call services. We will provide each party with the link in order to join.

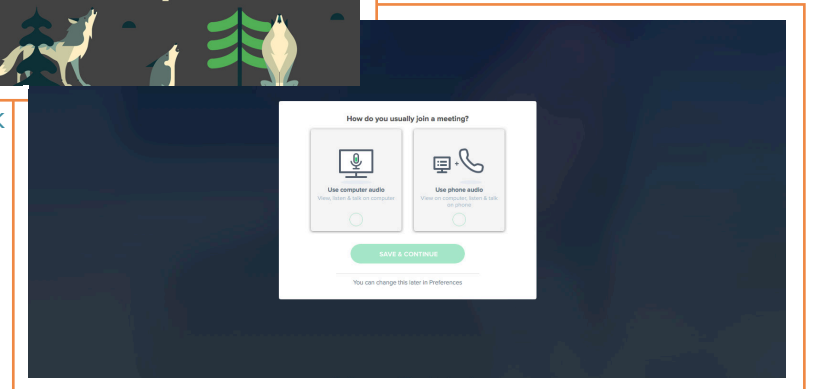
ZOOM MEETING LOGIN LINK



ZOOM MEETING LOGIN LINK



GOOGLE MEETING LOGIN LINK



After the session is complete, a link with the full session will be posted.

Selects should be made via conference call between parties. Casting will create a final selects link for client presentation.

The screenshot displays a Jigsaw video conference interface. At the top, a header bar reads "Self Tapes - English" with a "Download" button. Below this is a grid of 28 small video thumbnails, each with a number in the top right corner and a name below. The names are: ANNA DOUGLAS, PREMIKA LEO, EMMA NELLES, EVA PLACZYNSKA, KATIE SCHARF, HEATHER DICKE, SARAH THORPE, SA KODHLER, SAMANTHA CARLY, VANESSA SMYTHE, SAMANTHA MADELY, MOLLY FLOOD, KAYLA JO FARRIS, NITU THAKUR, NICA RODRIGUEZ KNOX, EWA WOLNICEK, DEVON MACDONALD, CASSIE CAO, SAMARA STERN, JESSICA ROZENWALD, HOLLY WYDER, and others. A large video player in the center shows a woman with curly hair making a hand gesture. To the right of the player is a sidebar with a "Profile Netflix Prom" section and a "Notes" section. The notes section contains the text: "April 30, 2019, 08:10AM", "Angie - I'm interested in this couple", and "ANGIE BIRD" with a profile icon. A circular inset image of a woman's face is also visible in the bottom right corner.

IN THE ROOM

Unfortunately, during this time we will not be able to accommodate additional agency meetings at our facilities to discuss production issues other than the casting.

PHASE ONE

Recalls only with local Camera Operator and Session Director.

Performers will be seen individually, there will be no interplay other than with the Session Director.

In the event the script requires a couple, parent and child, or a family, we recommend casting for real couples or families.

PHASE TWO

Up to 5 people in the room including the performer

Clients visiting from other countries will be allowed in the studio based on border and quarantine rules.

We can pair any individual performers together.



We must have multiple backups to protect a shoot in the event of a performer being exposed to the virus or who are sick prior to shoot.



CLEANLINESS / SAFETY

- ✦ All partners involved in Production are required to wash hands upon entry to casting facility.
- ✦ Handshaking should be avoided – bow or curtsy please!
- ✦ No changing of clothes permitted.
- ✦ No pens supplied - personal pens only, to avoid reuse.
- ✦ No common props. All small hand props should be provided by performer or miming.
- ✦ Any product eating will be limited to individual portions and personal cutlery.
- ✦ Each room requires deep cleaning after a session, as well as tables, chairs and door handles.
- ✦ Phase 1 masks required for Jigsaw staff.

ACTOR PROTOCOL

9

THE MAIN OBJECTIVE DURING THIS TIME IS TO LIMIT BODIES

- ✚ Actors are not permitted to enter our facility until 10 minutes prior to call time.
- ✚ Actors must leave immediately after.
- ✚ No more than 2 different auditions are permitted in one facility at the same time.
- ✚ Auditions must be spaced with appropriate time between performers to remove traffic jams. We must have 5 minutes of time in between performers coming into room, which means that running behind is no longer an option.
- ✚ Physical Distancing of 2 meters are mandatory inside and outside of the room.
- ✚ There should be no more than 5 actors outside of the room per session room for a maximum of 10.
- ✚ Auditions for adult performers must be attended solo. No friends and / or a children are permitted.
- ✚ When it comes to seniors (being the most vulnerable people during this time) and kids (potential carriers), we will audition them via self-tapes for initial sessions. At recall stage, we will give them priority to attend during the morning (this is assuming kids will still be out of school until September 2020. However, if this is not the case we will adhere to our current ACTRA guidelines). We will ask them to attend solo, and we will allow for more time in between auditions to minimize the exposure to others.
- ✚ Only one parent will be allowed to accompany a minor to auditions for talent aged 15 and under. 16-year-old teens must attend individually. Parents must wait in their car.

PERFORMER SIGN IN

All actors must check in remotely. This step removes the touching of common items, plus is an environmentally friendly option. For details on how to check in remotely, please visit the following link:


<https://help.castingnetworks.com/article/471-check-in-the-talent-experience>

Video prints will be digital and available on your run sheets. For more complex auditions, actor headshots and resumes could be provided.

PLEASE NOTE: ACTRA Jobs - Sign In Sheets

I am working with Actra to devise a way for Actra sign in.

This document is Actra approved.



Union Status

☒ SAG

☐ SAG Eligible

☐ SAG Core

☐ AFTRA

☐ AFTRA Must-Join

☐ AEA

☐ AGVA

☐ ACTRA

General Information

Your contact information is required for the benefit of your agent.

*First Name

KAREN

*Last Name

MARSHALL

*Email

*****@castingnetworks.com

*Phone

(805) ***-****

*Gender

☐ Male ☒ Female

**Date Of Birth

**only required for minors

Agency

LA Demo

Height

5 ft. 2 in. (157 cm.)

Weight

0 lbs. (0 kg.)

Hair Color

Hair Length

Eye Color

Dress

Pants

Waist

Shoe

Bust

Cup Size

Hip

Glove

Hat

Girl Size

Kid Shoe

Toddler Size

Toddler Shoe

Infant Size

Back

Save & Continue

Start

2

3

4

Finish



IN THE ROOM

The main objective is to limit exposure for the people in the room.

PHASE ONE

All initial auditions must be via self-tape.

All recalls are recorded via video link and only the camera operator, session director and actor will be inside the room. Team will patch in remotely.

PHASE TWO

There will be a max of 5 people allowed to be in the rooms at the same time
- Camera, Session Director, Director Actor(s)

The rest of the team will be in a separate room complying with physical distancing and patch in, or can patch in remotely.



Waiting for change can be painful.

WAIVER

No performer will be permitted to go inside the studio if they have traveled outside of Province or have been exposed to COVID-19 to their knowledge.

Production to be responsible to waiver any non-Canadians and monitor proper quarantine durations. IE 14 days

This question will be asked by our casting assistant upon the talent's arrival and a waiver is required to be signed.

FACILITY PROTOCOL



OFFICE SANITIZATION

Our facility will be sanitized by a professional cleaning company. The appropriate measures will be taken to clean the following items:

Sanitize wooden surfaces, couches. Sanitize Door Handles, Light switches, Phones, Desk Surfaces, Chairs, Countertops, sinks, faucets, bathrooms Toilets/sink/faucet/switches, coffee machine, microwave, refrigerators as well as floors and stair cases.

A checklist of all items complete of sanitization will be posted for the public viewing to ensure the wellbeing of our partners in production, staff and actors.





CATERING

For longer sessions, lunch will be ordered via a reputable on-line delivery service. Individual snacks only. Otherwise recalls will be set AM or PM start. Lunch will be struck from the schedule.

A collection of glowing Edison-style light bulbs hanging from above against a dark background. The bulbs vary in shape, including standard A19 bulbs and long, tube-like bulbs. They are all illuminated, casting a warm, golden glow. The background is dark and out of focus, with some vertical lines suggesting a studio setting.

KEEPING THE
LIGHTS ON...

JIGSAW
C A S T I N G

Jigsaw Studio Photos by Sean McBride