

United Scenic Artists • Local USA 829, IATSE

• REPRESENTING •

Art Department
Coordinators

Art Directors

Computer Artists

Costume Designers

Lighting Designers

Production Designers

Projection Designers

Scenic Artists

Scenic Designers

Sound Designers

• FOR •

Major & Independent
Motion Pictures

Network & Cable TV

Broadway &
Regional Theatre

Opera

Ballet

Commercials

Industrial Shows

Special Events

• AND MORE •

COSTUME DESIGN EXAMINATION INFORMATION – WESTERN REGION

Dear Applicant,

The IATSE Local USA 829 Costume Design Examination is a Portfolio Review for admitting those individuals who earn a living by designing costumes professionally, and those who possess employable skills as a costume designer or assistant costume designer. The applicants we are looking for can be found working professionally in the Western Region in theatre, regional theatre (LORT), dance, opera, concert, cabaret and industrial shows. Since the Union is a professional organization, students are advised not to make application until **after their final year of studies**. The union recommends that applicants have either graduate training (usually an M.F.A. degree) in costume design or the equivalent in training and experience.

The following items must be submitted to the exam committee:

- One (1) Completed **application form** (available on website)
- One (1) Copy of your current **résumé** (including specific history of employment)
- Three (3) **Letters of recommendation** (form is available on website) from professional contacts. These contacts can include costume designers directors and/or producers. **Letters of recommendation must be sent directly from the person writing them.**

All materials should be sent to the committee c/o **Monique L'Heureux** via email to: WestExam@usa829.org. Please contact Ms. L'Heureux – **323-965-0957** – for all pertinent deadlines, or with any questions about the application process.

In addition to the above, a **non-refundable check** in the amount of **\$75.00** payable to **United Scenic Artists** should be mailed to Ms. L'Heureux at the Western Regional office (see address below left). This amount covers the application/résumé review. If your application moves on to portfolio review, you will be asked to send **an additional non-refundable check** in the amount of **\$125.00** for the portfolio review. Please be sure to include a copy of your application form with each check.

OUR REVIEW OF YOUR PORTFOLIO

The optimal way to review your work is electronically. For example, if you have a website with examples of your work we can direct the members of our Portfolio Review Committee to it. We may ask you for additional information to demonstrate your understanding and abilities in costume design.

We ask that you submit a portfolio of **complete designs for two (2) produced productions**: one contemporary play and one period play. Please include one (1) production containing no less than fifteen (15) characters. Carefully select these productions: The gender-specific “period” silhouettes from several decades of the



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Twentieth Century offer little variance to those silhouettes of the “contemporary” present; therefore, inclusion of one (1) production design from a century other than the Twentieth Century is encouraged. The exam committee is open to the submission of written commentary or other examples of communication that you feel will enhance the understanding of your specific approach to costume design for a particular production. Include the following:

- **Research** – Sketches, renderings, photographs, and any other materials you used to communicate your ideas and concept to your director and collaborators.
- **Color sketches** (may be scanned or photographed).
- **Photos of produced work**; not to exceed ten (10) in number.

All photos and computer-assisted work must be submitted in JPEG or PDF format. Please calibrate your PDFs and JPEGs so that no single photo or file is over 1 MB (use the resize option in Photoshop or Adobe Acrobat). You may send multiple emails as long as you number them in the subject field (i.e. Mielziner application #1, etc.). You may also post your submissions to a website for download. Be sure to include any password information and again please: no files over 1 MB and .PDF or .JPEG format only.

Most importantly, we need to know you can clearly communicate your design intention and direction to producers and directors.

If you cannot submit electronically or do not have a website: you may submit all of the above to the Los Angeles office as hard copies. For all other paperwork, please do not send originals. Color Xeroxes or photocopied paperwork will be accepted. If you'd like the material returned to you, please include the appropriate prepaid self-addressed labels.

Please be very selective in preparing your portfolio. Select what you consider to be your strongest work, and order the submitted projects by importance from most important to least. Please label your submitted design photos clearly by title, and to the extent possible, indicate the theatre venue and/or producing organization, and the date of the production for each design.

If you have any questions about the Exam, you may contact:

Monique L'Heureux • E-mail: WestExam@usa829.org • Phone: 323-965-0957

Larry Metzler • E-mail: WestExam@usa829.org • Phone: 818-501-6428

Note: your initiation and IATSE fees **must be paid within three (3) months of being notified of the recommendation for membership**. After three months, your membership recommendation will be forfeited. Please do not apply if you cannot afford to pay the full initiation and IATSE fees within three months of being recommended for membership. Current fees can be located at www.usa829.org under Membership > How to Join (Examination/Portfolio Review section).

Thank you for your interest in IATSE Local USA 829.

Sincerely,

THE WESTERN REGION COSTUME DESIGN PORTFOLIO REVIEW COMMITTEE