



2024-2026 USA 829 Union Project Agreements (UPAs)

Below is some helpful information regarding the 2024-2026 Standard Design Agreement (SDA) and Project Only Agreement (POA). These promulgated Union Project Agreements (UPAs) provide Cover Sheets and, in the case of the SDA, contract terms, language and rates for Employers or jobs not otherwise covered by a Collective Bargaining Agreement (CBA).

To familiarize Union members and Employers with UPAs, the Union offers the below FAQs. Of course, you may email LiveDesignJob@usa829.org with additional questions.

1. What types of work do UPAs cover?

UPAs are available for work performed by *Union members in the entertainment industry*, which may include themed entertainment, live entertainment events at hotel and restaurant venues, trade shows, industrials and expositions, etc. The Union cannot accept UPAs for non-members, or for non-entertainment-related work (e.g., work performed for interior design/architecture firms, etc.).

2. Can the Employer be an individual who is not signing the UPA on behalf of a legitimate business entity?

No. The Employer must be a *legitimate business entity* that has a Federal Employer Identification Number that appears on all coversheets and benefit reports.

3. Can Pension and Welfare contributions be remitted via personal check?

No. Pension and Welfare contributions are not acceptable on personal checks. Contributions must be remitted via two *separate business or corporate checks* with the name and address of the Employer imprinted. No other forms of payment will be accepted.

- *Pension* check payable to *United Scenic Artists Pension Fund*
- *Welfare* check payable to the *IATSE National Benefit Funds*

4. Can the Designer remit their own Pension and Welfare contributions to the Funds?

No. Pension and Welfare contributions must be made directly to the Funds by the Employer. Designers may not make contributions on their own behalf.

5. Can Pension and Welfare contributions be remitted via ACH/wire transfer?

No. The Funds do not accept ACH/wire transfer of Pension and Welfare contributions for UPAs. Contributions must be remitted via two *separate business or corporate checks* with the name and address of the Employer imprinted. No other forms of payment will be accepted.

6. Should a new Employer submit any additional form when filing their first UPA?

Yes, If an Employer has not previously made Pension and Welfare contributions to the IATSE National Benefit Funds, please ensure they fill out and include the IATSE [“Company Data Sheet” available here.](#)



7. Where should UPAs and Pension and Welfare contributions be sent?

UPAs should be mailed *with the pension and health checks* to the Regional Union office corresponding to the Employer's place of business. A list of Regional offices is below:

Eastern	Address: 37 West 26th Street 9th Fl. NY, NY 10010
	States: New Jersey, New York, Pennsylvania, Puerto Rico Canadian provinces: Quebec, Newfoundland and Labrador All other international employers
Western	Address: 6285 East Spring Street, Suite #108, Long Beach, CA 90808
	States: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, Wyoming Canadian provinces: Alberta, British Columbia, Saskatchewan, Yukon, Northwest Territories
Central	Address: 111 North Wabash, Suite #2107, Chicago, IL 60602
	States: Arkansas, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Michigan, Minnesota, Mississippi, Missouri, Nebraska, North Dakota, Ohio, Oklahoma, South Dakota, Tennessee, Texas, Wisconsin Canadian provinces: Manitoba, Ontario, Nunavut
Mid-Atlantic	Address: 1444 Church Street NW, #401, Washington, D.C. 20005
	States: Alabama, Delaware, Florida, Georgia, Maryland, North Carolina, South Carolina, Virginia, West Virginia, Washington, DC.
New England	Address: 292 Newbury Street, Box #380, Boston, MA 02115
	States: Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont

Alternatively, UPAs may be emailed to LiveDesignJob@usa829.org and the corresponding Union Representative will receive them. In this case, where Pension and Welfare checks are mailed separately, the checks (or a report attached to them) should include the name of the production and the Designer(s), along with a breakdown of payments (if contributions for multiple Designers are made on one check).

8. What if I have additional questions about UPAs that have not been addressed here?

More information about UPAs may be found [on our website here](#). Or email the Live Performance Dept. at LiveDesignJob@usa829.org.