



**PAYROLL COMPANY  
AUTHORIZATION FOR RELEASE  
OF RECORDS**

As required by federal law, the Motion Picture Industry Pension and Health Plans (the "Plans") maintain an audit program for hourly and residuals (Post 60's and Supplemental Markets) contributions. All Employers are audited on a four-year, or less, cyclical basis.

You are required to keep adequate records documenting such contributions and the Plan auditors are legally entitled to review such records. Records to be audited include (but are not limited to) payroll, tax and accounts payable records, below-the-line-labor production reports, call sheets, production bible, crew lists and deal memos.

Accordingly, at some time in the future, the Plans will be conducting a compliance audit of your records, **including** the records of any Payroll Company that your company may have contracted to payroll your covered employees.

Most Payroll Companies require an authorization from their client in order to release the client's records. Although the Plans are legally entitled to audit your records, this authorization facilitates the audit process. Therefore, as a condition of approval as a participating Employer, you are required to sign as indicated below and return this form to the Plans.

Plan auditors will present this authorization to the Payroll Company at the time of the audit. Note that failure to sign this release in no way affects the Plans' right to audit.

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**AUTHORIZATION TO RELEASE RECORDS**

By signature below, the undersigned Employer authorizes any Payroll Company that it may engage to make contributions to the Plans as required by the applicable Collective Bargaining Agreement(s), to release to the Plans for inspection all records that may be pertinent in connection with such contributions.

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Name of Employer

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Signature

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Print Name

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Title

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Date