

July 2008

Dear Friends,

First we would like to thank you for submitting your clients for *The Actor*® and helping to make the Screen Actors Guild Awards® a success. We have updated some of our procedures and forms so please take a moment to read this letter and guidelines for promotional material on the reverse side. The 15th Annual Screen Actors Guild Awards will air live on both TNT and TBS on Sunday, January 25, 2009.



We have enclosed a copy of the Rules & Regulations for this year, as well as submission forms for both motion picture and television categories. You'll recall that we categorize performances as individual and group efforts, and that eligibility is for the calendar year 2008. A complete timetable appears at the front of the Rules & Regulations. We suggest you reacquaint yourself with the rules and our key dates before making your submissions. **The SAG Awards® calendar once again accommodates a longer final voting period. Please note our Submissions Deadline and Nominations Announcement.**

We are again this year honoring the work of Stunt Performers -- Outstanding Performance by a Stunt Ensemble in a Motion Picture and Outstanding Performance by a Stunt Ensemble in a Television Series. These honors commend work within the stunt community and will include stunt performers and coordinators. Please find enclosed a separate stunt ensemble submission form. The form is virtually the same as our cast/ensemble forms. However, we ask for only the title of the film and the stunt coordinator, and not a list of eligible stunt ensemble performers. Once nominations are announced, we will contact the representatives of the nominated ensembles for a list of qualified stunt performers. The stunt honors will not be televised. For additional information, see the enclosed Rules & Regulations booklet. If you have any questions, please call the Awards Office.

We will accept submissions from Monday, July 14, until Wednesday, October 29, 2008 at 5:00 p.m. PT. We also accept submissions on-line at <http://www.sagawards.org/submissions>. **Be sure your form is legible and that all spelling, contact information, and company/distributor names are correct. Please also confirm the category in which you have submitted the actor. Please note: Information listed on the submission form will be used by our publicity department for nominations and for balloting.**

All eligible submissions will be printed in either the film or the television Eligibility Booklets. The Booklets, along with nominating ballots, are then sent to a random sample of 4,200 Guild members (the SAG Nom Comm – 2,100 for features and 2,100 for television). After **nominations are announced on Thursday, December 18, 2008**, ballots will then be sent out to the entire active Guild membership to vote for their favorite performances. We trust you agree that the result is a special tribute to the finest in acting by the toughest audience actors can face – their peers.

Submissions for casts and/or ensembles must be accompanied by a VHS screening tape or DVD for use by the Awards Office.

PHOTOS: Television submissions must include a gallery photo of each actor and/or ensemble. **Film submissions** require a still from the film for individuals and One Sheet/Key Art (without advertising) for Cast submissions. Photos must be a hi-res (5x7; 300 dpi) color .jpg or .tiff file. If the actor is not recognizable in costume, please submit a non-character photo. Each file must be labeled with the name(s) of the actor(s) and film/show, photo credit and copyright information. You may email photos to awardsphotos@sagawards.org or burn onto a CD and mail to the SAG Awards office. The photos will be used at the televised nominations announcement and will be made available to the media at www.sagawards.org. Photos will also be used for telecast advertising/promotion and the ceremony program book.

Please see the information on the reverse side explaining how to submit your DVDs to our nominating committee for consideration. Please feel free to call our Awards Supervisor, Jon Brockett, at (323) 549-6707, or email us at awardsinfo@sagawards.org if you have questions or need additional submission forms. We welcome you to visit our web site www.sagawards.org for further details.

Please save the dates: Nominations announced Thursday, December 18, 2008, and the 15th Annual Screen Actors Guild Awards® airs live on TNT and TBS on Sunday, January 25, 2009.

Sincerely,

Screen Actors Guild Awards Committee

Yale Summers

Daryl Anderson

Shelley Fabares

Paul Napier

Jo Beth Williams

SUBMITTING YOUR PROMOTIONAL MATERIALS FOR CONSIDERATION

In past years, studios, networks, production companies, and individual actors have achieved much success with screening schedules, DVDs and promotional material mailings (all materials must be pre-approved by the Awards Committee) to our SAG Nom Comm. We encourage you to place the actual performances you will be submitting directly in the hands of our voting members. Our nominating committees were selected on April 22, 2008. Please see the rules book for an explanation of how the nominating committees are selected.

TELEVISION NOMINATING COMMITTEE (TV Nom Comm)

The TV Nom Comm has received a letter informing them that they have been selected to vote for television. You may send them mailings encouraging them to watch. "For your consideration" DVDs have been warmly received by our members. You might also consider screenings of your shows and talent Q&As.

THEATRICAL NOMINATING COMMITTEE (Theatrical Nom Comm)

The Theatrical Nom Comm has been mailed a special card indicating that they are a member of this year's "SAG Nom Comm" and alerting them that you may be sending screening invitations. This "SAG Nom Comm" card would admit them to both your private screenings and the public screenings you advertise in the newspapers. We encourage you to pre-arrange with the theater owners to accept this "SAG Nom Comm" card, so that you may offer your films to the "SAG Nom Comm" at neighborhood theaters. Please alert your advertising department to place the term "SAG Nom Comm" in your newspaper ads.

As before, you may send videocassettes, DVDs or screening schedules to the nominating committee members through our mailing house (see "Mailings" below).

The "SAG Nom Comm" members will also be sent a screener agreement to sign to be eligible for coded screeners. We will keep a separate database of "SAG Nom Comm" members who have signed and returned this agreement. Please contact our office for information on how to send coded screeners to the "SAG Nom Comm."

We ask you to incorporate the new Stunt Ensemble honors into your awards planning, and arrange screenings for the films and television series that you wish to be considered.

MAILINGS

All mailings must be approved, scheduled and coordinated through our Awards Office. We will attempt to honor your mail dates, but requests for dates will be handled on a first come basis and in coordination with other mailing schedules. **We encourage you to mail early.** Nominating committee ballots will be mailed on November 26th, and are due back at the election firm on December 16th.

Please note: all mailings (language and enclosures), including coded screeners, must be approved by the awards office in advance, and must say either the mailing is paid for by the film company/distributor, or that it is not paid for at SAG expense.

You will make payment directly to the mailing house. In addition, we will be charging a flat fee of \$250 per mailing, to cover the cost of our office's coordination. **Please pre-package all envelopes, boxes, and jiffy bags. SAG Awards will place our return address label on your mailing in order to maintain confidentiality and attempt to redirect any returned mail due to last minute address changes. To schedule a mailing or receive additional information, please call our Awards Supervisor, Jon Brockett, at (323) 549-6707 or email us at awardsinfo@sagawards.org.**

SCREENINGS

We encourage you to hold screenings for both Motion Pictures and Television shows. SAG Awards has established an email database of general SAG members, broken down by branch location, interested in attending screenings. Should a Nom Comm screening still have available seating, we can email SAG members in that area to fill the screening on short notice.

Thank you for your continued support of the Screen Actors Guild Awards®.