



**American Federation of Musicians of the United States and Canada**  
**CONTRACT**  
**Form LS-1 (Only for local single engagements on and after June 1, 2010)**  
**(Not for use in Canada)**

This Agreement for a single engagement is entered into by and between Local \_\_\_\_\_, AFM ("Union") and \_\_\_\_\_ ("Employer").

Engagement Date \_\_\_\_\_ Place of/Description of Engagement \_\_\_\_\_

Local Signature \_\_\_\_\_ Print Name and Title \_\_\_\_\_ Date \_\_\_\_\_

Employer Signature \_\_\_\_\_ Print Name and Title \_\_\_\_\_ Date \_\_\_\_\_

*Optional:* Employer hereby designates \_\_\_\_\_ to make all pension contributions covered by this Agreement.

**Compensation:** Compensation is set forth on the remittance form below (pensionable compensation plus non-pensionable compensation) and shall be due in accordance with the Union bylaws, but no later than thirty (30) days after the engagement.

**Pension:** The Employer will contribute an additional \_\_\_\_\_% (insert rate selected from Page 2) of each employee's pensionable compensation to the American Federation of Musicians and Employers' Pension Fund ("Fund"). Contributions will be made by check payable to "The American Federation of Musicians and Employers' Pension Fund" and will be sent to the Union along with a copy of this Agreement within thirty (30) days after the engagement.

**Recording:** No portion of the performance(s) may be recorded, reproduced or transmitted from the place of performance in any manner whatsoever, in the absence of a written agreement with the American Federation of Musicians relating to and permitting such recording, reproduction or transmission.

**Other Terms and Conditions:** The parties may set forth any other terms and conditions of the engagement in a separate agreement (e.g., an American Federation of Musicians Form L-1 or L-2), but the terms of this Agreement will govern to the extent that there is any contradiction between this Agreement and such other agreement.

| Musician's Name<br>(Last, First, Middle Initial)<br>For additional musicians use page 3<br>and/or attach additional pages<br>showing all required information | Social Security<br>Number | Pensionable<br>Compensation | Non-<br>Pensionable<br>Compensation | Pension Contribution<br>(Pensionable Compensation<br>multiplied by pension rate<br>shown above) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-----------------------------|-------------------------------------|-------------------------------------------------------------------------------------------------|
| 1)                                                                                                                                                            |                           |                             |                                     |                                                                                                 |
| 2)                                                                                                                                                            |                           |                             |                                     |                                                                                                 |
| 3)                                                                                                                                                            |                           |                             |                                     |                                                                                                 |
| 4)                                                                                                                                                            |                           |                             |                                     |                                                                                                 |
| 5)                                                                                                                                                            |                           |                             |                                     |                                                                                                 |
| 6)                                                                                                                                                            |                           |                             |                                     |                                                                                                 |
| 7)                                                                                                                                                            |                           |                             |                                     |                                                                                                 |
| 8)                                                                                                                                                            |                           |                             |                                     |                                                                                                 |
|                                                                                                                                                               | <b>TOTAL:</b>             |                             |                                     |                                                                                                 |

**This Agreement will be accepted by the Fund only if it is complete, contains all required signatures, uses a valid contribution rate and is paid in full.**

**Additional Provisions of the Agreement Governing Pension Contributions**

- The Employer agrees to be bound by the Agreement and Declaration of Trust Establishing the American Federation of Musicians and Employers' Pension Fund (as it may be amended from time to time) which is incorporated by reference into this Agreement.
- The Employer's designation of a third party designee (e.g., a payroll company) to make contributions on its behalf does not relieve the Employer of its obligation to make contributions under this Agreement.
- Contributions under this Agreement on behalf of any owner or part-owner of the Employer (or designates a third party to make such contributions) will be accepted by the Fund only if a valid certificate of incorporation (in the case of a corporation) or LLC Addendum (in the case of a limited liability company and available from the Fund Office) is attached to this Agreement.
- By making contributions on behalf of an individual, the Employer warrants that it has determined that the individual is an employee covered by the Agreement.
- If the Union is not party to the Fund's "Cash Receipts Procedures for Locals that Receive Pension Contributions Directly from Employers," all contributions to the Fund and the remittance form must be sent directly to the Fund at P. O. Box 2673, New York, NY 10117-0262.
- If the contribution rate on the first page of the Agreement is different from one of the acceptable rates shown below, it will be automatically adjusted to the acceptable contribution rate that is next lower and the balance of the contribution will be treated as a nonrefundable administrative fee.

**Valid Pension Contribution rates, please indicate, by checking the appropriate box,  
the rate to be used for this LS-1:**

**For engagements occurring:**

| 8/1/2018 and<br>later*          | 4/1/2011 to<br>7/31/2018**      |
|---------------------------------|---------------------------------|
| <input type="checkbox"/> 4.80%  | <input type="checkbox"/> 4.36%  |
| <input type="checkbox"/> 5.40%  | <input type="checkbox"/> 4.91%  |
| <input type="checkbox"/> 6.00%  | <input type="checkbox"/> 5.45%  |
| <input type="checkbox"/> 6.59%  | <input type="checkbox"/> 6.00%  |
| <input type="checkbox"/> 7.19%  | <input type="checkbox"/> 6.54%  |
| <input type="checkbox"/> 7.79%  | <input type="checkbox"/> 7.09%  |
| <input type="checkbox"/> 8.39%  | <input type="checkbox"/> 7.63%  |
| <input type="checkbox"/> 8.99%  | <input type="checkbox"/> 8.18%  |
| <input type="checkbox"/> 9.59%  | <input type="checkbox"/> 8.72%  |
| <input type="checkbox"/> 10.19% | <input type="checkbox"/> 9.27%  |
| <input type="checkbox"/> 10.79% | <input type="checkbox"/> 9.81%  |
| <input type="checkbox"/> 11.39% | <input type="checkbox"/> 10.36% |
| <input type="checkbox"/> 11.99% | <input type="checkbox"/> 10.90% |
| <input type="checkbox"/> 12.59% | <input type="checkbox"/> 11.45% |
| <input type="checkbox"/> 13.19% | <input type="checkbox"/> 11.99% |
| <input type="checkbox"/> 13.79% | <input type="checkbox"/> 12.54% |
| <input type="checkbox"/> 14.39% | <input type="checkbox"/> 13.08% |
| <input type="checkbox"/> 14.99% | <input type="checkbox"/> 13.63% |
| <input type="checkbox"/> 15.59% | <input type="checkbox"/> 14.17% |
| <input type="checkbox"/> 16.19% | <input type="checkbox"/> 14.72% |
| <input type="checkbox"/> 16.79% | <input type="checkbox"/> 15.26% |
| <input type="checkbox"/> 17.39% | <input type="checkbox"/> 15.81% |
| <input type="checkbox"/> 17.99% | <input type="checkbox"/> 16.35% |
| <input type="checkbox"/> 18.58% | <input type="checkbox"/> 16.90% |
| <input type="checkbox"/> 19.18% | <input type="checkbox"/> 17.44% |

\*This rate is inclusive of the 10% increase in the rate of contribution required by the Fund's Rehabilitation Plan June 2018 Update. 9.09% of the contribution rate will not be considered when calculating future benefit payments.

\*\*This rate is inclusive of the initial 9% additional contribution amount required by the Fund's original 2010 Rehabilitation Plan

**AFM REMITTANCE FORM**  
**LS-1-R Continuation Sheet**

Employer Name \_\_\_\_\_

Employer Identification Number or Social Security Number \_\_\_\_\_

Engagement Date \_\_\_\_\_

| Musician's Name<br>(Last, First, Middle Initial) | Social Security # | Pensionable Compensation | Non-<br>Pensionable<br>Compensation | Pension<br>Contribution |
|--------------------------------------------------|-------------------|--------------------------|-------------------------------------|-------------------------|
| 9)                                               |                   |                          |                                     |                         |
| 10)                                              |                   |                          |                                     |                         |
| 11)                                              |                   |                          |                                     |                         |
| 12)                                              |                   |                          |                                     |                         |
| 13)                                              |                   |                          |                                     |                         |
| 14)                                              |                   |                          |                                     |                         |
| 15)                                              |                   |                          |                                     |                         |
| 16)                                              |                   |                          |                                     |                         |
| 17)                                              |                   |                          |                                     |                         |
| 18)                                              |                   |                          |                                     |                         |
| 19)                                              |                   |                          |                                     |                         |
| 20)                                              |                   |                          |                                     |                         |
|                                                  | <b>TOTAL:</b>     |                          |                                     |                         |

**AFM FORM LS-1 AND AFM REMITTANCE FORM LS-1-R**  
**Line by Line Instructions**

**Front of Form – AFM Form LS-1**

The AFM Form LS-1 can not be used for any electronic media work, including broadcasts.

- A. The Local Number of the home Local of the bandleader.
- B. The name of the Employer. This is similar to the information in item S. In the case of a corporate employer, the corporation name should be shown here. In the case of a Sole Proprietor, the Sole Proprietor's name should be shown here.
- C. The date or date range, not more than 31 days in length, on which or during which the engagement(s) reported on the LS-1 occurred.
- D. A description of the venue at which the engagement(s) reported occurred (i.e. Wedding at Hilton Hotel).
- E. The signature, name, title and date of signature of the home Local representative that is accepting the LS-1 on behalf of the Union.
- F. The signature, name, title and date of signature of the Employer. In the case of a corporation, the authorized representative of the employer should sign his/her name and provide their title.
- G. The name of the individual or entity (if any) that has been authorized by the Employer to remit, on the Employer's behalf, pension contributions to the Fund. If pension contributions are not paid, the Employer is not relieved of his obligation to pay pension contributions by delegating this responsibility.
- H. The percentage of covered scale wages to be paid to the Fund as pension contributions. The Fund accepts contribution rates as low as 4% and as high as 15% for local single engagements. The wage, as reflected in the Pensionable Compensation box is the scale wage for pension purposes. Under the Rehabilitation Plan additional contributions are called for. Please see the accompanying chart on page 2 (items Q and R).
- I. Names of the musicians that were employed by the Employer for the reported engagement(s). Only individual, not Personal Service Corporation names, should be listed here. Contributions under this Agreement on behalf of any owner or part-owner of the Employer (or designates a third party to make such contributions) may be accepted by the Fund only if a valid certificate of incorporation (in the case of a corporation) or LLC Addendum (in the case of a limited liability company and available from the Fund Office) is attached to the LS-1. Pension contributions must be paid for every musician who performs on the engagement, including nonunion and foreign nationals.
- J. The correct Social Security Number of the individual listed in item I. Canadian SIN numbers or Federal Employer Identification numbers should not be listed here.
- K. The wages considered scale for this engagement. This is the wage amount that will be subject to the pension contribution rate shown in item H.

- L. Any additional compensation paid which is not subject to pension. This might be payments such as cartage, overscale compensation or expense reimbursement.
- M. The required pension contribution to be paid for wages shown in item K. This should be Item H multiplied by Item K.
- N. Total pensionable compensation for the engagement (item K) for all musicians who performed on the engagement.
- O. Total non-pensionable compensation for the engagement (item L) for all musicians who performed on the engagement.
- P. Total pension contributions (item M) for all musicians who performed on the engagement. This should be equal to Item H multiplied by Item N. This will be the same amount as the check paying pension contributions for the reported engagement(s) that is required to be submitted to the Fund attached to a complete and accurate Form LS-1.
- Q. Check box should match the percentage amount listed on page 1 (item H) for engagement dates occurring August 1, 2018 and later.
- R. Check box should match the percentage amount listed on page 1 (item H) for engagement dates occurring April 1, 2011 through July 31, 2018.
- S. The name of the Employer. This is similar to the information in item B. In the case of a corporate employer, the corporation name should be shown here. In the case of a Sole Proprietor, the Sole Proprietor's name should be shown here.
- T. The Social Security Number of the Employer, in the case of a Sole Proprietor or the Federal Employer Identification Number in the case of corporate employers.
- U. This should be the same as item C.

**(Note: For Items I through M attach additional sheets if necessary)**

Contributions under this Agreement on behalf of any owner or part-owner of the Employer (or designates a third party to make such contributions) may be accepted by the Fund only if a valid certificate of incorporation (in the case of a corporation) or LLC Addendum (in the case of a limited liability company and available from the Fund Office) is attached to this form.

The complete and accurate Form LS-1 and Form LS-1-R, if applicable, with all necessary attachments and the check paying pension contributions, made payable to "AFM & EP Pension Fund", should be delivered to the Local office, if the Local is party to the Fund's "Cash Receipts Procedures for Locals that Receive Pension Contributions Directly from Employers ("Procedures)". If the Local is not party to the Procedures, all contributions to the Fund and the Form LS-1 and Form LS-1-R must be sent directly to the Fund at:

AFM & EP Fund  
P.O. Box 2673  
New York, NY 10117-0262

Pension contributions must be paid no later than 30 days after the engagement. If a pension contribution is paid later than this date the contributions will be subject to a late payment interest charge.



# American Federation of Musicians of the United States and Canada

## CONTRACT

### Form LS-1 (Only for local single engagements on and after June 1, 2010) (Not for use in Canada)

This Agreement for a single engagement is entered into by and between Local \_\_\_\_\_ A \_\_\_\_\_, AFM ("Union") and \_\_\_\_\_ B \_\_\_\_\_ ("Employer").

Engagement Date \_\_\_\_\_ C \_\_\_\_\_ Place of/Description of Engagement \_\_\_\_\_ D \_\_\_\_\_

Local Signature \_\_\_\_\_ E \_\_\_\_\_ Print Name and Title \_\_\_\_\_ E \_\_\_\_\_ Date \_\_\_\_\_ E \_\_\_\_\_

Employer Signature \_\_\_\_\_ F \_\_\_\_\_ Print Name and Title \_\_\_\_\_ F \_\_\_\_\_ Date \_\_\_\_\_ F \_\_\_\_\_

*Optional:* Employer hereby designates \_\_\_\_\_ G \_\_\_\_\_ to make all pension contributions covered by this Agreement.

**Compensation:** Compensation is set forth on the remittance form below (pensionable compensation plus non-pensionable compensation) and shall be due in accordance with the Union bylaws, but no later than thirty (30) days after the engagement.

**Pension:** The Employer will contribute an additional \_\_\_\_\_ H \_\_\_\_\_% (insert rate selected from Page 2) of each employee's pensionable compensation to the American Federation of Musicians and Employers' Pension Fund ("Fund"). Contributions will be made by check payable to "The American Federation of Musicians and Employers' Pension Fund" and will be sent to the Union along with a copy of this Agreement within thirty (30) days after the engagement.

**Recording:** No portion of the performance(s) may be recorded, reproduced or transmitted from the place of performance in any manner whatsoever, in the absence of a written agreement with the American Federation of Musicians relating to and permitting such recording, reproduction or transmission.

**Other Terms and Conditions:** The parties may set forth any other terms and conditions of the engagement in a separate agreement (e.g., an American Federation of Musicians Form L-1 or L-2), but the terms of this Agreement will govern to the extent that there is any contradiction between this Agreement and such other agreement.

| Musician's Name<br>(Last, First, Middle Initial)<br><br>For additional musicians use page<br>3 and/or attach additional pages<br>showing all required information | Social Security<br>Number | Pensionable<br>Compensation | Non-<br>Pensionable<br>Compensation | Pension Contribution<br>(Pensionable Compensation<br>multiplied by pension rate<br>shown above) |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-----------------------------|-------------------------------------|-------------------------------------------------------------------------------------------------|
| 1) I                                                                                                                                                              | J                         | K                           | L                                   | M                                                                                               |
| 2)                                                                                                                                                                |                           |                             |                                     |                                                                                                 |
| 3)                                                                                                                                                                |                           |                             |                                     |                                                                                                 |
| 4)                                                                                                                                                                |                           |                             |                                     |                                                                                                 |
| 5)                                                                                                                                                                |                           |                             |                                     |                                                                                                 |
| 6)                                                                                                                                                                |                           |                             |                                     |                                                                                                 |
| 7)                                                                                                                                                                |                           |                             |                                     |                                                                                                 |
| 8)                                                                                                                                                                |                           |                             |                                     |                                                                                                 |
|                                                                                                                                                                   | <b>TOTAL:</b>             | N                           | O                                   | P                                                                                               |

**This Agreement will be accepted by the Fund only if it is complete, contains all required signatures, uses a valid contribution rate and is paid in full.**

**Additional Provisions of the Agreement Governing Pension Contributions**

- The Employer agrees to be bound by the Agreement and Declaration of Trust Establishing the American Federation of Musicians and Employers' Pension Fund (as it may be amended from time to time) which is incorporated by reference into this Agreement.
- The Employer's designation of a third party designee (e.g., a payroll company) to make contributions on its behalf does not relieve the Employer of its obligation to make contributions under this Agreement.
- Contributions under this Agreement on behalf of any owner or part-owner of the Employer (or designates a third party to make such contributions) will be accepted by the Fund only if a valid certificate of incorporation (in the case of a corporation) or LLC Addendum (in the case of a limited liability company and available from the Fund Office) is attached to this Agreement.
- By making contributions on behalf of an individual, the Employer warrants that it has determined that the individual is an employee covered by the Agreement.
- If the Union is not party to the Fund's "Cash Receipts Procedures for Locals that Receive Pension Contributions Directly from Employers," all contributions to the Fund and the remittance form must be sent directly to the Fund at P. O. Box 2673, New York, NY 10117-0262.
- If the contribution rate on the first page of the Agreement is different from one of the acceptable rates shown below, it will be automatically adjusted to the acceptable contribution rate that is next lower and the balance of the contribution will be treated as a nonrefundable administrative fee.

**Valid Pension Contribution rates:**

| Acceptable contribution rates for engagements occurring August 1, 2018 and later |        |
|----------------------------------------------------------------------------------|--------|
| Select one                                                                       |        |
| Q                                                                                | 4.80%  |
|                                                                                  | 5.40%  |
|                                                                                  | 6.00%  |
|                                                                                  | 6.59%  |
|                                                                                  | 7.19%  |
|                                                                                  | 7.79%  |
|                                                                                  | 8.39%  |
|                                                                                  | 8.99%  |
|                                                                                  | 9.59%  |
|                                                                                  | 10.19% |
|                                                                                  | 10.79% |
|                                                                                  | 11.39% |
|                                                                                  | 11.99% |
|                                                                                  | 12.59% |
|                                                                                  | 13.19% |
|                                                                                  | 13.79% |
|                                                                                  | 14.39% |
|                                                                                  | 14.99% |
|                                                                                  | 15.59% |
|                                                                                  | 16.19% |
|                                                                                  | 16.79% |
|                                                                                  | 17.39% |
|                                                                                  | 17.99% |
|                                                                                  | 18.58% |
|                                                                                  | 19.18% |

| Acceptable contribution rates for engagements occurring April 1, 2011 through July 31, 2018 |        |
|---------------------------------------------------------------------------------------------|--------|
| Select one                                                                                  |        |
| R                                                                                           | 4.36%  |
|                                                                                             | 4.91%  |
|                                                                                             | 5.45%  |
|                                                                                             | 6.00%  |
|                                                                                             | 6.54%  |
|                                                                                             | 7.09%  |
|                                                                                             | 7.63%  |
|                                                                                             | 8.18%  |
|                                                                                             | 8.72%  |
|                                                                                             | 9.27%  |
|                                                                                             | 9.81%  |
|                                                                                             | 10.36% |
|                                                                                             | 10.90% |
|                                                                                             | 11.45% |
|                                                                                             | 11.99% |
|                                                                                             | 12.54% |
|                                                                                             | 13.08% |
|                                                                                             | 13.63% |
|                                                                                             | 14.17% |
|                                                                                             | 14.72% |
|                                                                                             | 15.26% |
|                                                                                             | 15.81% |
|                                                                                             | 16.35% |
|                                                                                             | 16.90% |
|                                                                                             | 17.44% |

# AFM REMITTANCE FORM

## LS-1-R Continuation Sheet

Employer Name S \_\_\_\_\_

Employer Identification Number or Social Security Number \_\_\_\_\_ T \_\_\_\_\_

Engagement Date \_\_\_\_ U \_\_\_\_\_

| Musician's Name<br>(Last, First, Middle Initial) | Social Security # | Pensionable Compensation | Non-<br>Pensionable<br>Compensation | Pension<br>Contribution |
|--------------------------------------------------|-------------------|--------------------------|-------------------------------------|-------------------------|
| 9) I                                             | J                 | K                        | L                                   | M                       |
| 10)                                              |                   |                          |                                     |                         |
| 11)                                              |                   |                          |                                     |                         |
| 12)                                              |                   |                          |                                     |                         |
| 13)                                              |                   |                          |                                     |                         |
| 14)                                              |                   |                          |                                     |                         |
| 15)                                              |                   |                          |                                     |                         |
| 16)                                              |                   |                          |                                     |                         |
| 17)                                              |                   |                          |                                     |                         |
| 18)                                              |                   |                          |                                     |                         |
| 19)                                              |                   |                          |                                     |                         |
| 20)                                              |                   |                          |                                     |                         |
|                                                  | <b>TOTAL:</b>     | N                        | O                                   | P                       |

## **Form LS-1 Questions & Answers**

### **Q&A 1: What is the Form LS-1?**

This form permits a “casual employer” (for a single engagement) or someone designated by the employer to pay pension contributions for musicians for a live performance. If no pension is to be paid the parties may use AFM Form L-1 (local engagements), Form L-2 (local engagements with no dispute resolution clause), or Form T-2 (traveling engagements). The Form LS-1 may not be used for recording work or for work in Canada. Contributions may not be made on wages paid for instrument repair or services as a music teacher.

### **Q&A 2: What is considered a single engagement?**

A single engagement is an engagement occurring on a single date. A single engagement may also include engagements occurring on more than one date, but only if *all* of the following 3 requirements are met:

- All of the engagements are at the same venue, *and*
- All of the engagements occur within a 31-day time period, *and*
- All of the engagements are reported to the AFM-EPF on one Form LS-1 remittance form, accompanied by a single contribution payment for all of the engagements.

### **Q&A 3: What is “Pensionable Compensation” as set forth in the Form LS-1?**

Pensionable compensation is all compensation on which pension is based, which must be at least the minimum scale wages required under the Bylaws of the AFM Local in whose jurisdiction the engagement takes place.

### **Q&A 4: What is the required pension contribution?**

The required pension contribution is the amount required under the Bylaws of the AFM Local in whose jurisdiction the engagement takes place, plus an additional amount required under the Fund’s [Rehabilitation Plan](#). If there is no required amount, the amount is anywhere from 4% to 15% plus the additional amount required under the Fund’s Rehabilitation Plan. The Form LS-1 shows the additional amount and the total amount for each contribution percentage from 4% - 15% (the minimum and maximum permitted under the Form LS-1).

### **Q&A 5: Do all Locals use the Form LS-1?**

All Locals use the Form LS-1 except for Local 802 (New York), Local 369 (Las Vegas) and Local 72-147 (Dallas). These Locals use a substitute form that has been approved by the AFM-EPF for live performances in their jurisdictions,

### **Q&A 6: What is the difference between the Form LS-1 and the AFM-EPF Participation Agreement?**

Either a Form LS-1 *or* an AFM-EPF Participation Agreement (with or without an underlying collective bargaining agreement) may be used to pay contributions on single engagements when signed by the employer and the Local. There are two main differences between the Form LS-1 and the Participation Agreement:

- The Participation Agreement covers *only* pension contributions. The Form LS-1 also sets forth wages for the engagement, which avoids the necessity for the parties to negotiate a second agreement to cover wages.

- The Form LS-1 may be used only for single engagements, including engagements of up to 31 days under the terms and conditions described in Q&A 2 above. A Participation Agreement may be used for any engagement, including long-term engagements of up to four years.

**Q&A 7: What if there are terms of the engagement that are not covered by the Form LS-1?**

If there are other terms and conditions of the engagement not covered by the Form LS-1, the parties should execute another agreement covering those other terms and conditions (such as a Form L-1, Form L-2, Form T-2 or a "custom-made" agreement). The other agreement should not include any provisions relating to scale wages or pension contributions. If it does contain any such provisions, they will be invalid to the extent they are inconsistent with any provisions of the Form LS-1.

**Q&A 8: Can contributions be made on behalf of the owner?**

Contributions can be made on behalf of an owner or part-owner only if the employer is a corporation or a limited liability company ("LLC"). This rule applies whether contributions are made directly by the employer or by a designated third party (See Q&A 9).

**Q&A 9: May the employer designate a third party to pay pension contributions to the AFM-EPF?**

The entity listed as the employer on the Form LS-1 may designate another entity (such as a payroll company or the band leader) to make the pension contribution on its behalf, and reimburse the third party for the contribution. This designation does not relieve the employer from any of its obligations to the AFM-EPF. For example, the employer remains responsible to make the contribution to the AFM-EPF if the third party fails to do so. See Q&A 8 above for the rule concerning contributions made on behalf of the owner.

**Q&A 10: Which Local signs the Form LS-1?**

The Form LS-1 should be signed by a representative of the home Local of the leader. However, AFM bylaws require that (i) minimum scale is established by the Local where the engagement takes place, and (ii) local work dues must be sent to that Local.

**Q&A 11: When are contributions due?**

The Form LS-1 and contributions must be sent to the Fund no later than 30 days after the date of the engagement. The Fund will not accept a Form LS-1 that is not accompanied by a corresponding contribution payment. If there are multiple engagements (during the same 31-day period), the Form LS-1 and contributions must be sent no later than 30 days after completion of the final engagement.

**Q&A 12: Can the leader be the employer on the LS-1?**

Yes, but if the leader is the employer, contributions can be made for the leader only if the employer is incorporated. The leader may act as the designated entity for pension contribution as described in Q&A 9 above, in which case contributions may be made on behalf of the leader.