

EXTRAS 101

WHAT TO BRING:

- Bring a pair of Black Socks (No visible logos; crew style or higher).
- Bring a dark-colored (black, brown, gray, navy etc.) undershirt/undergarments that can get dirty that do not have any visible logos.
- Bring a jacket or blanket for changing temperatures and a chair just in case.

WHAT TO DO WHEN RECEIVING A COSTUME:

- The Extras Wrangler will direct you to the Wardrobe Trailer to receive your costume.
- Please give one of our Costumers your Voucher in exchange for your costume.
- After changing into your costume, keep all hangers and accompanying safety pins and tags in a safe place, you will return everything the way it was handed to you at the end of your day.
- You will be responsible for hanging your costume back up exactly the way you received it.
- Keep your personal clothing in a safe place.
- When you receive a costume, if there are any issues with your costume, please let a Costumer know ASAP, Examples of this may be:
 - shoes too small/large or uncomfortable
 - soles of shoes coming apart
 - pants too small/large
 - belt too small or large or you need one
 - an un-intentional rip or tear occurred and it needs to be fixed

WHAT TO DO WHEN RETURNING A COSTUME:

- At the end of your day after you have changed back into your clothing, the Extras Wrangler will direct you to the back of the Wardrobe Trailer to return your costume and receive your Voucher back so you can check out for the day.
- You will always return a costume FIRST before heading to the SFX trailer to remove your makeup.
- Before handing your costume back over to the Costume Department, please be sure it is hung up neatly, shoelaces tied together (if applicable), and all accessories accounted for.
- Please form a single file line by the back of the Wardrobe Trailer and a costumer will be there to exchange your costume for your Voucher.
- Turn your Voucher back in to the Extras Wrangler/AD trailer to ensure you get paid.

WHAT NOT TO DO:

- Do not smoke in your costume. *(If you must smoke, please take off the top portion of the costume or wear your own jacket over it.)*
- Do not make any changes to your costume whatsoever. Continuity is important for filming.
- Do not take any piece of your costume home.
- Do not walk onto the wardrobe trailer unless you are invited.
- Do not forget to bring black socks or appropriate undergarments.