



8 STEPS
ORGANIZER

STEP 1

WINNING HEADSHOTS

Photographer Information	
Shoot date	
Wardrobe	
1. Theatrical Look	
2. Commercial Look	
Top photo selections	
Notes	

STEP 2

RESUME

See www.InnocentEkakitie.com/resume for sample

Notes	
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STEP 3

WORK PERMIT

*Must be renewed every six months. In California, you can apply online at the Department of Industrial Relations:
www.dir.ca.gov

Date of initial application	
Expiration date	
Notes	

STEP 4

COOGAN ACCOUNT

Bank	
Date Coogan Account Opened	
Notes	

STEP 5

REPRESENTATIVES

Draft Cover Letter	
List Agents	
Managers	
Dates Letters Emailed	
Responses	
Meetings	
Notes	

STEP 6

SIGN UP WITH THE 3 MAJOR CASTING SITES

Actors Access
www.actorsaccess.com

Casting Networks
www.castingnetworks.com

Casting Frontier
www.castingfrontier.com

Notes	
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STEP 7

ECO-CAST

Make sure your lighting, background, and sound are on point. List the various things you may need to get your winning set up.


Lighting equipment	
Camera/cell phone	
Backdrop	
Notes	

STEP 8

THE CASTING TEAM

Keep a detailed record of Casting Directors, Producers, Directors, etc., with which your child comes in contact. List the feedback and interactions as well as any communication you maintained.

Notes	



Enjoy the journey!

Love, Showbiz Kids