Entertainment Partners is excited to bring its flagship onboarding and timecard solutions SmartStart and SmartTime to the UK market.

**In light of this decision, the Production Portal will be decommissioned and taken offline from 30 September 2025.**

From this date, you will no longer be able to log in to the Production Portal or access any data through the platform. This includes all contracts, timesheets and other documents for any shows which used the platform. Any requests for data after this date will need to be made directly to the relevant production.

### Downloading your data from the Production Portal

We strongly recommend that you download your data now to ensure that you have continued access to your information.

To download your data from the Production Portal:

1. Click here to go to the Production Portal login page (or go to crew.wegotpopapp.com/login).

2. Log in with your email address and password (or enter your email and click Forgot Password on the next screen to reset it). **Note:** if you haven't set up multi-factor authentication (MFA), you will be required to do so. Find more information on MFA at www.ep.com/mfa/general.

3. Once logged in, you'll be taken to your **Dashboard** which will display your previous project(s). Click **My Employment** and select the relevant option from the dropdown.

4. For productions filmed **before** January 2023:

- To download your **contracts,** select **My Contracts** and click **Download contract** to the right of each document.
- To download your **deals**, select **My Deals,** open the relevant deal, then right click and select **File > Print > Save as PDF.**
- To download your **timesheets,** select **My Timesheets,** open the relevant timesheet, then right click and select **File > Print > Save as PDF.**

For productions filmed **after** January 2023:

- To download your **contracts**, select **My Contracts** and click **Download contract** to the right of each document.
- To download your **start packs**, select **My Start Packs**, open the relevant start pack (highlighted in blue under the **Start Pack** column, then click **Download** at the top of the deal information.
- To download your **timesheets**, select **My Timesheets beta**, select the relevant timesheet week and click **Download** at the top of the timesheet.

### Global Privacy Notice

For more information about how EP uses and retains your data, please see our Global Privacy Notice.

### Need more support?

For further support, please contact support@ep.com.