

CINEMATOGRAPHY PRE-PRODUCTION CHECKLIST

FILM TITLE:	PROD #:
PRODUCTION DATES:	
PRODUCER:	DIRECTOR:
DIRECTOR OF PHOTOGRAPHY:	
PRODUCTION MANAGER:	

THREE WEEKS PRIOR TO SHOOT	DATE
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- SCRIPT WITH SCENE NUMBERS
- SHOT LIST
- CINEMATOGRAPHY LOCATION INFORMATION FORM
- LOCATION STILLS
- PRELIMINARY CREW CONTACT LIST
- VIDEO TAPE REQUEST OR FILM STOCK REQUEST FORM

REQUIRED FORMS

- STAGE REQUEST APPLICATION (IF APPLICABLE)
- ELECTRICAL TIE-IN AUTHORIZATION (IF APPLICABLE)
- SPECIAL CAMERA RIGGING AUTHORIZATION (IF APPLICABLE)
- EQUIPMENT REQUEST - FOR PHOTO TEST

TWO WEEKS PRIOR TO SHOOT	DATE
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- PHOTOGRAPHIC LOOK TEST
- FINAL SCOUT - ALL LOCATIONS / STAGES
- LIGHTING DIAGRAM
- POWER - BREAKER BOX LOCATION & DISTRIBUTION DIAGRAM
- EQUIPMENT REQUEST LIST - CAMERA / LIGHTING / GRIP / EXPENDABLES
- FINAL CREW LIST

DIRECTOR OF PHOTOGRAPHY

DATE: _____

PRODUCTION MANAGER