



Production Check List

Crew:

Position:

[] Camera 1 _____

[] Camera 2 _____

[] Camera 3 _____

[] Sound Support _____

[] Lighting _____

[] Make up _____

[] Hair _____

[] Assistant/Grip _____

[] Other _____

[] Other _____

[] Other _____

Comments: _____



Equipment:

- Camera[s] _____
- Sound gear _____
- Lighting _____
- Props _____

- Snacks _____
- Misc _____
- Misc 2 _____

Type of Shoot:

- Demonstration
- Sales training
- Sales presentation
- Marketing
- Process demonstration
- News release
- Internal training
- Commercial



Locations:

[] Total number of locations

1. _____

Access: [] Yes [] No [] Easy [] Hard

Power: [] Yes [] No [] Easy [] Hard

Lighting: [] Yes [] No [] Easy [] Hard

Noise: [] Yes [] No [] Easy [] Hard

Controllable: [] Yes [] No [] Easy [] Hard

2. _____

Access: [] Yes [] No [] Easy [] Hard

Power: [] Yes [] No [] Easy [] Hard

Lighting: [] Yes [] No [] Easy [] Hard

Noise: [] Yes [] No [] Easy [] Hard

Controllable: [] Yes [] No [] Easy [] Hard

3. _____

Access: [] Yes [] No [] Easy [] Hard

Power: [] Yes [] No [] Easy [] Hard



Production Checklist

Lighting: Yes No Easy Hard

Noise: Yes No Easy Hard

Controllable: Yes No Easy Hard

4. _____

Access: Yes No Easy Hard

Power: Yes No Easy Hard

Lighting: Yes No Easy Hard

Noise: Yes No Easy Hard

Controllable: Yes No Easy Hard

Talent:

- a. On camera
- b. Narration
- c. Interviews
- d. Demonstration
- e. Background
- f. Special

