PRODUCTION	SHOOT DAY ____ of ____ *Day, date*	VERSION / REVISION *Rev # · sent (time) by (name)* WHAT CHANGED TIME ZONE

KEY TIMES

CREW CALL	SHOOTING CALL	BREAKFAST	LUNCH	EST. WRAP

WEATHER & LIGHT

FORECAST _____

SUNRISE _____

SUNSET _____

KEY CONTACTS

write numbers out

DIRECTOR _____

PRODUCER _____

1ST AD _____

LOCATIONS _____

SET MEDIC _____

OTHER _____

LOCATION & ARRIVAL

could a stranger find the truck spot?

SET ADDRESS _____

LAST TURN *landmark, e.g. "left after the red barn"*

CREW PARKING _____

TRUCK / UNLOAD _____

CAST DROP-OFF _____

BASE CAMP _____

Signal notes: *where coverage drops, so people read this before they lose it*

NEAREST HOSPITAL *name · address · phone*

SCENES

in shooting order

SC.	SET / DESCRIPTION	D/N	PAGES	CAST #	LOCATION
	Total pages				

CAST

#	CAST	CHARACTER	PICKUP	H / MU / WARD.	ON SET	NOTES

SPECIAL REQUIREMENTS & SAFETY

PROPS _____

VEHICLES _____

SFX / STUNTS _____

EQUIPMENT _____

SAFETY _____

ADVANCE SCHEDULE

tomorrow

DAY / DATE _____

SCENES _____

LOCATION _____

CREW CALL _____

DEPARTMENT NOTES & WALKIE CHANNELS

WALKIES _____

CAMERA / SOUND _____

ART / WARDROBE _____

OTHER _____