

# **Sample Production Call Sheet**

Working Title:

Producer:

Director:

<i>Location:</i>	<i>Date:</i>	<i>Call time:</i> <i>Break:</i> <i>Wrap time:</i>
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<b>Production Team</b>		
<i>Crew</i>	<i>Role</i>	<i>Email</i>

<i>Location Contact</i>	<i>Contact details</i>

<b>Client</b>			
<i>Client Contact</i>	<i>Role</i>	<i>Email</i>	<i>Contact</i>

<i>Interviewees/Talent</i>	<i>Title</i>	<i>Set call</i>

<i>Emergency Contacts</i>	<i>Address</i>	<i>Contact Details</i>
Nearest Police Station		
Ambulance/Hospital		

<i>Location 1</i>	<i>Scenes/shots</i>	<i>Time</i>
		Start: Finish:

Notes:

**Equipment**  
Camera - JVC GY-HM100 Camera  
32GB SD card  
Libec Tripod  
Audio Technica AT 897 Shotgun mic, boom pole and 2x 2m XLR cables  
Studio Lighting

PS: We expect a high level of professional conduct from all those involved in this production.  
Food and refreshments will be made available for cast and crew  
**NO ALCOHOL ALLOWED ON SET**

Below is a map of location

