

Motion Picture/Television

Course Name and Number:			
Prod. #:		Production Title:	
Producer:		Director:	
Location Manager:			

LOCATION FACT SHEET

SCRIPT LOCATION NAME:		SCENE NUMBER(S):	
LOCATION:			
ADDRESS:		<input type="checkbox"/> DAY	<input type="checkbox"/> NIGHT
		<input type="checkbox"/> INT	<input type="checkbox"/> EXT
CONTACT NAME:			
TELEPHONE:			

AVAILABILITY	DISTANCE FROM PRODUCTION OFFICE	TELEPHONE ACCESS
No. of days needed	Miles	
Dates needed	Minutes	

FACILITIES	PARKING
<input type="checkbox"/> RESTROOMS	<input type="checkbox"/> GRIP TRUCK
<input type="checkbox"/> EATING AREA	<input type="checkbox"/> CAMERA TRUCK
<input type="checkbox"/> MAKEUP	<input type="checkbox"/> CAMPERS
<input type="checkbox"/> WARDROBE	<input type="checkbox"/> CAST & CREW CARS
<input type="checkbox"/> ACTOR'S AREA	<input type="checkbox"/> PICTURE CARS
<input type="checkbox"/> SECURE STORAGE	<input type="checkbox"/> GENERATORS
<input type="checkbox"/> PRODUCTION STAFF	<input type="checkbox"/> VANS (Prop, Sound, Etc.)
<input type="checkbox"/> EQUIPMENT	

DESCRIPTION OF LOCATION	ELECTRICAL DISTRIBUTION
Size of Access Door:	<input type="checkbox"/> Box Available Phase:
Ceiling Height:	Circuits: Amps: Volts:
Wall Finishes:	Distance From Set:
Ceiling:	Meter Loop Needed <input type="checkbox"/> Installed <input type="checkbox"/>
Floor:	Phase: Amps: Volts:
Natural Light:	Distance From Set:
Practicals:	Distance From Loop to Transformer:
	Are Room Outlets Grounded? <input type="checkbox"/> YES <input type="checkbox"/> NO

SOUND ENVIRONMENT:	SPECIAL PROBLEMS:

 ROOM PLAN ON BACK

 ROUTE MAP ON BACK

(Indicate compass direction on both)

 LOCATION MANAGER

 LOCATION SCOUT