

**PRODUCER'S WEEKLY POST-PRODUCTION REPORT**

Production Title:		Prod. #:	
Post Dates:		Director:	
Producer:		DP:	
Mentor:		Editor:	

Has all equipment, props, set dressing, wardrobe, etc. been accounted for and returned? Yes No

If not, why? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are dailies all in? Yes No

If not, why? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are they synched up? Yes No

If not, why? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you on picture schedule so far? Yes No

If not, why? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you met with a composer and cleared any music you are using as source? Yes No

If not, why? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are all of your expense reports in? Yes No

If not, why? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you on budget/is it actualized? Yes No

If not, why? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are your credits finished? Yes No

If not, when will they be complete? \_\_\_\_\_

At what stage are you in for your Marketing-Research Screening? Be very specific.

Mix report; how is it going and who attended? \_\_\_\_\_

Who is attending cut screenings? \_\_\_\_\_

What are your biggest concerns at this point with how the film is cutting together? \_\_\_\_\_

Have you put copyright notices and logo on the end credit crawl of film? Yes No

If not, why? \_\_\_\_\_

How well is everyone working together in post? \_\_\_\_\_

Are your cast tapes done/when will they be done? Yes No

If not, why? \_\_\_\_\_

What has been the biggest challenge so far in post?