|  |  |  |
| --- | --- | --- |
| **DIRECTOR:** John Doe  **PRODUCER:** 78 West Legacy  **PRODUCTION MANAGER:** John Doe **LOCATION:** Colorado Springs, CO  **Emergency Contact Details:** | General Call Time:  **8:00 AM** | **Breakfast:** 7:30a  **Shooting Call:** 9:15a  **Lunch:** 1:00 - 1:45p  **Est. Wrap:** 7:00p |

**Date:**

Day **1** of

**WEATHER / ENVIRONEMNT**

|  |  |  |  |
| --- | --- | --- | --- |
| **SUNRISE** | **SUNSET** | **TEMPERATURE** | **Notes** |
| **Meeting point** | 3651 Berry Street  Colorado Springs, CO  80915 |  |  |

**LOCATION INFO**

|  |  |  |
| --- | --- | --- |
| **Location** | **Address** | **Notes** |
| **Meeting point** | 3651 Berry Street  Colorado Springs, CO  80915 |  |
| **Crew Parking &**  **Shooting Location #1** | 3651 Berry Street  Colorado Springs, CO  80915 | Park along the right edge of the front driveway. |
| **Shooting Location #2** |  |  |

**CREW INFO**

|  |  |  |  |
| --- | --- | --- | --- |
| **Position** | **Name** | **Call** | **Contact** |
| Director / Producer | John Doe | **General** | [johndoesmith@gmail.com](mailto:johndoesmith@gmail.com)  269-555-1239 |
| Talent #1 |  | **9:30 AM** |  |
| Talent #2 |  | **9:30 AM** |  |
| Talent #3 |  | **General** |  |
| Camera A |  | **General** |  |
| Camera B |  | **General** |  |
| Sound |  | **General** |  |
| Gaffer / Lighting |  | **General** |  |
| Grip |  | **General** |  |

**SCHEDULE**

|  |  |  |
| --- | --- | --- |
| **Time** | **Event** | **Notes** |
| **8:00 AM** | General Call Time |  |
| **9:30 AM** | First Interview Block |  |
| **12:30 PM** | Move to the second shooting location |  |
| **1:00 PM** | Lunch break (meal served by Ashton Kelly Catering) |  |
| **2:30 PM** | Second Interview Block |  |
| **7:00 PM** | Estimated Wrap |  |

**LODGING INFO**

|  |  |  |
| --- | --- | --- |
| **Location** | **Address** | **Notes** |
| **Hyatt Regency Denver** | 3651 Berry Street  Colorado Springs, CO  80915 | All out of town cast/crew will be lodged here. Front desk phone number: 555-123-1234 |

**TRANSPO INFO / CAR POOL**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Passenger** | **Driver** | **Time** | **Pickup Loc.** | **Dropoff Loc.** |
| **Jameson Wilson** | **John Smith** | Pickup @ 7:00 PM on 10/23/2018 | DEN Airport | Hyatt Regency Denver |

**NOTES**