



**Call Sheet**

**School name and address:**

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**Name of production:**

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**Shoot date:**

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**Cast and crew contact details:**

Video consultants  
Director  
Production manager  
Camera  
Sound  
Art director  
Interviewer  
Wardrobe/makeup  
Talent  
Editor  
1<sup>st</sup> Assistant Director

Teacher/supervisor  
Additional support person

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**Location/s**

(You need exact locations and addresses)

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**Equipment**

(This is where you put the gear you need and who is responsible for bringing it)

Camera kit  
Sound gear  
Mini DV tapes x1  
Release forms

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**Date of filming:**

**Location address:**



Date of filming:

Location address:

Time Time allowed for each step	Location	What is being done or shot Example: Set up for interview	People and props needed 1. List all crew/talent who are essential 2. Essential props or gear that is outside the standard kit