|  |  |  |
| --- | --- | --- |
| **DIRECTOR:**  **COMPANY:**  **CLIENT:**  **LOCATION:** | General Call Time:  **8:00 AM** | **Breakfast:** 7:30a  **Shooting Call:** 9:15a  **Lunch:** 1:00 - 1:45p  **Est. Wrap:** 7:00p |

**Questions?** Contact 1st AD NAME on TELEPHONE or 2nd AD NAME on TELEPHONE

**LOCATION INFO**

|  |  |  |
| --- | --- | --- |
| **Location** | **Address** | **Notes** |
| **Crew Parking &**  **Shooting Location #1** |  |  |
| **Shooting Location #2** |  |  |

**CREW & CAST**

|  |  |  |  |
| --- | --- | --- | --- |
| **Position** | **Name** | **Call** | **Contact** |
| Director | John Doe | **9:30 AM** | Email & telephone |
| Producer |  |  |  |
| DOP |  |  |  |
| Sound |  |  |  |
| Lighting |  |  |  |
| Gaffa |  |  |  |
| Actor 1 |  |  |  |
| Actor 2 |  |  |  |
| Actor 3 |  |  |  |
|  |  |  |  |
|  |  |  |  |

**SCHEDULE**

|  |  |  |
| --- | --- | --- |
| **Time** | **Event** | **Notes** |
| **8:00 AM** | Call Time |  |
| **9:30 AM** | First Location – Sceens 11 – 14 - 22 |  |
| **12:30 PM** | Move to the second location |  |
| **1:00 PM** | Lunch break (details belkow) |  |
| **2:30 PM** | Second Location – Sceens 2 - 3 – 5 |  |
| **7:00 PM** | Estimated Wrap |  |
|  |  |  |
|  |  |  |

**ACCOMODATION 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 |

**TRANSPORT INFO**

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

**CATERING**

|  |  |  |
| --- | --- | --- |
| **Location** | **Address** | **Notes** |
|  |  |  |

**NOTES**

<< Any other notes you need to share with everyone can go here >>