

LOCATION SURVEY CHECKLIST

Type of material being shot:

Time of shooting:

Potential location of shooting:

Principal contact person:

Address:

Phone number:

E-mail address:

Camera:

Where can the camera be placed?

What, if anything, is needed in the way of camera mounting devices or platforms?

What, if anything, is needed in the way of special lenses?

Will any objects interfere with the camera shots? If so, how can this situation be corrected?

Lighting:

What types of lights will be needed?

Where can the lights be placed?

What light stands or particular light holders will be needed?

What, if any, special lighting accessories will be needed?

How can any problems regarding mixing indoor and outdoor lighting be solved?

In what ways will the sun's position at different times of day affect the shooting?

What kinds of problems are shadows likely to cause?

Power:

Is enough power available or will a generator be needed?

Where is the circuit breaker box?

Who can be contacted if a circuit blows?

Which circuits can be used and how many watts can be run on them?

How many, if any, extension cords will be needed?

What power outlets can be used?

Sound:

Are there background noises that may interfere with audio? If so, how can they be corrected?

Where can the microphones and cable be placed?

Are any particular microphone holders or stands needed?

What types of microphones should be used?

How much microphone cable will be needed?

General:

Where is parking available?

If passes are needed to enter the premises, how can they be obtained?