



CALL SHEET

PRODUCTION NAME: _____ DATE: _____

PRODUCER:
PM:
DIRECTOR:
1ST AD:
COVID CO:
SET CELL:
NEAREST HOSPITAL:

CREW CALL
FIRST SHOT

LUNCH DINNER	CRAFT SERVICES MAIN CONTACT
SUNRISE 	SUNSET 
WEATHER HUMIDITY	TEMP HI LO CONDITIONS

Before arriving on set, complete the Daily COVID-19 Health Questionnaire, if filming at Humber you will also need to download the Humber Guardian App and complete the COVID-19 Screening Questions.

MASKS ARE MANDATORY, AS IS PROPER SOCIAL DISTANCING OF 6FT.

TO REPORT AN UNSAFE SITUATION CONTACT:

Jacqueline Anderson, Associate Director, Health and Counseling at jacqueline.anderson@humber.ca

SAFETY MEETING ON SET AT CALL — NO SMOKING ON SET

SCENE	SET DESCRIPTION	D/N	PGS	CAST	LOCATION
TOTAL					

#	CAST	CHARACTER	SWF	P/U	H/MU	BLOCK	ON SET	REPORT TO

DEPARTMENT NOTES		
PROPS	ART/SET DEC	MAKEUP/HAIR
CAMERA	LIGHTING	COSTUMES
SOUND	VEHICLES	LOCATIONS

PRODUCTION NOTES

PRODUCER CONTACT	PM CONTACT	LM CONTACT	1ST AD CONTACT
CALL SHEET APPROVED BY:	EXECUTIVE PRODUCER:	PRODUCER:	



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POSITION	NAME	PHONE	IN
PRODUCTION			
EXECUTIVE PRODUCER			
PRODUCER			
DIRECTOR			
ASSISTANT DIRECTORS			
1ST ASSISTANT DIRECTOR			
3RD ASSISTANT DIRECTOR			
KEY PA			
PA			
PA			
PRODUCTION OFFICE			
PRODUCTION MANAGER			
SCRIPT			
SCRIPT SUPERVISOR			
CAMERA			
DIRECTOR OF PHOTOGRAPHY			
CAMERA OPERATOR			
1ST ASSISTANT CAMERA			
2ND ASSISTANT CAMERA			
DIT			
CRAFT SERVICES			
CRAFT SERVICES			
CRAFT SERVICES			
CATERING			
UNIT PUBLICITY			
UNIT PUBLICIST			
BTS PHOTOGRAPHER			
BTS VIDEOGRAPHER			

POSITION	NAME	PHONE	IN
GRIP			
KEY GRIP			
GRIP			
GRIP			
ELECTRIC			
GAFFER			
ELECTRIC			
ELECTRIC			
SOUND			
SOUND RECORDIST			
BOOM OPERATOR			
BOOM OPERATOR			
ART			
PRODUCTION DESIGNER			
ART DIRECTOR			
COSTUME DESIGNER			
ART PA			
ART PA			
HAIR/MAKE UP			
MAKE UP ARTIST			
HAIR			
LOCATIONS			
LOCATION MANAGER			
TRANSPORTATION			
TRANSPORTATION COORD			
DRIVER			
DRIVER			

CREW IS RESPONSIBLE FOR TRANSPORTING THEMSELVES TO SET.

DIRECTIONS TO LOCATION ONE	DIRECTIONS TO LOCATION TWO
TTC:	TTC:
CAR:	CAR:
PARKING:	PARKING:
MAP FOR LOCATION ONE ATTACHED	MAP FOR LOCATION TWO ATTACHED

ADVANCE SCHEDULE FOR:	ADVANCE SCHEDULE FOR:
SHOOT DAY:	SHOOT DAY:
EST CALL TIME:	EST CALL TIME:
LOCATION:	LOCATION:



CALL SHEET

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PAGE OF
DATE:
DAY OF

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LUNCH GROUP ROTATION SCHEDULE

GROUP #1	GROUP #2	GROUP #3	GROUP #4
START:	START:	START:	START:
FINISH:	FINISH:	FINISH:	FINISH:

NAME	DEPARTMENT	GROUP #	ACTUAL START	ACTUAL FINISH

ALL MEALS ARE TO BE PACKAGED INDIVIDUALLY AND TO BE DISTRIBUTED BY A DESIGNATED CREWMEMBER.
 CREW MUST EAT IN THEIR DESGINATED SHIFTS TIMES AND IN THEIR DESIGNATED EATING LOCATION.
 CREW MUST MAINTAIN SOCIAL DISTANCING OF AT LEAST 6FT WHILE EATING.
 MASKS MAY ONLY BE REMOVED WHILE EATING.

CREW TO BE SCREENED AND TO HAVE THEIR TEMPERATURES CHECKED AGAIN AFTER LUNCH, BEFORE RETURNING TO SET.

