

LOCATION SPECIFICATION SHEET

PRODUCTION TITLE:	DOP:
DIRECTOR:	DATE:
PRODUCER:	VERSION #:

LOCATION ADDRESS	DATES NEEDED
OWNER/CONTACT NAME	# OF PREP DAYS
OWNER/CONTACT ADDRESS	# OF SHOOT DAYS
OWNER/CONTACT PHONE	# OF WRAP DAYS
OWNER/CONTACT EMAIL	COST (if applicable)
LOCATION AVAILABILITY	

SCRIPTED LOCATION	DISTANCE FROM PRODUCTION OFFICE (Kilometers & Minutes)
SCENE(S) #'s	INTERIOR / EXTERIOR
DAY / NIGHT	SECURED BY (Contract, Permit, Insurance, Key)
NEAREST HOSPITAL (Address & Phone)	NEAREST FIRE DEPT. (Address & Phone)

NEAREST POLICE DEPT. (Address & Phone)	SUPPORT NEEDED (Y/N)
	POLICE SUPPORT
CEILING HEIGHT	FIRE SUPPORT
ACCESS DOORS (# of doors & size)	SECURITY SUPPORT
WINDOWS (# of windows & size)	

FLOOR PLAN

FINISHES		LIGHTING NOTES			
FLOOR		AMBIENT & AVAILABLE		F/STOP & TIME OF DAY	
WALL		# OF CIRCUITS		# OF ELECTRICAL OUTLETS	
CEILING		BOX ACCESS (Y/N)		PRACTICALS	
		AMPS			
FACILITIES & SPACE AVAILABLE					
# OF BATHROOMS		SECURE STORAGE		MAKEUP AREA	
WARDROBE AREA		EATING AREAS		EQUIP. STAGING	
PRODUCTION STAFF/OFFICE		ACTOR'S HOLDING		OTHER	
PARKING					
CAMERA TRUCK		LIGHT & SOUND TRUCK		GRIP TRUCK	
ELECTRIC TRUCK		SPACE FOR GENERATOR		TRAILERS	
ART DEPT. TRUCK		CAST & CREW PARKING		PARKING FEES	
SOUND ENVIRONMENT			SOUND PROBLEMS & LIMITATIONS		
REQUIRED CONSTRUCTION & SET DRESSING			POTENTIAL SAFETY HAZARDS		

ADDITIONAL LOCATION NOTES