

## FILM & TELEVISION PRODUCTION INFORMATION SHEET

Project Title: \_\_\_\_\_ Date: \_\_\_\_\_

Project Type:  Commercial  Documentary  Feature Film  Lifestyle Program  Music Video

Short Film  Still Photography  TV Movie of the Week – Network \_\_\_\_\_

TV Series – Network \_\_\_\_\_ Number of Episodes \_\_\_\_\_

Production Company(s): \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Local Production Company: \_\_\_\_\_

Address: \_\_\_\_\_

Producer(s) \_\_\_\_\_ Director \_\_\_\_\_

Production Manager \_\_\_\_\_ Production Office Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Location Manager \_\_\_\_\_ Assistant LM \_\_\_\_\_

(cell) \_\_\_\_\_ (cell) \_\_\_\_\_

(email) \_\_\_\_\_ (email) \_\_\_\_\_

Pre-Production Date: \_\_\_\_\_ Start Filming \_\_\_\_\_ Wrap \_\_\_\_\_

Total Production Days: \_\_\_\_\_ Total Budget \$ \_\_\_\_\_  CAD  USD

Locations (if known) \_\_\_\_\_

Location Agreement  Attached  To follow Principal Cast \_\_\_\_\_

Certificate of Insurance  Attached  To follow \_\_\_\_\_

Cast List  Attached  To follow \_\_\_\_\_

Crew List  Attached  To follow \_\_\_\_\_

Script / Storyboard  Attached  To follow \_\_\_\_\_

Shooting Schedule  Attached  To follow \_\_\_\_\_

Deposit Required \$ \_\_\_\_\_  Paid

Form of Payment:  Cash  Cheque (payable to The City of Calgary)  Visa  MasterCard

Customer Account Number (for internal use) \_\_\_\_\_