{PRODUCTION NAME}

Loyola Marymount University
School of
Film and Television

CALL TIME _____ DAY/DATE_____

Production #:_____ Producer:_____

Day____of ____ Days. <> Sunrise_____Sunset_____ Director:_____

Weather:_____ Asst. Dir:_____

ACCIDENT/INJURY ON SET CALL DOUGLAS MOORE IMMEDIATELY **CELL: (424) 702-7595** douglas.moore@lmu.edu New York Marine and General Insurance Co. #WC201900019811	TO REPORT A <u>SAFETY ISSUE OR CONCERN</u> PLEASE CALL OR EMAIL THE SFTV SAFETY HOTLINE: **(310) 258-2686** sftvsafetyhotline@lmu.edu

No Cast or Crew member may work more than 12 hours (including drive time, set-ups and wrap)

INT/ EXT	SET / DESCRIPTION	SCENE #'s	CAST	D/ N	PG CNT	LOCATION

POSITION	NAME	CALL	POSITION	NAME	CALL

#	CHARACTER	CAST (K?)	CALL TIME	REPORT TO	READY @

ATMOSPHERE	STAND-INS	CALL	SET REQUIREMENTS(edit needs as req):		
{Description and Count}			Props: @		
			Wardrobe: @		
			HMU: @		
			Additional Special: @		

MISCELLANEOUS AND SPECIAL INSTRUCTIONS (ie Parking, Location info):

NEAREST HOSPITAL:

ADVANCED SCHEDULE:

SIGNs: DIR OR PROD:_____ 1ST AD:_____ HoPA /APøA:_____

REV 12/2019