



Student Name: _____

Arizona State University School for Film, Dance and Theatre

FMP 300 Individual Film Production Binder Checklist

In order to check out equipment, each student needs to have this checklist completed and signed by his or her professor, then present to the cage.

- ___ 1. Shooting Script
- ___ 2. Logline and Synopsis
- ___ 3. Beat Sheet
- ___ 4. Step Outline
- ___ 5. Shot list
- ___ 6. Overheads and/or Storyboards
- ___ 7. Cast Contact Sheet (Name, Role, and Contact Info)
- ___ 8. Crew Contact Sheet (Position, Name, Contact Info)
- ___ 9. Scene Breakdowns
- ___ 10. Budget
- ___ 11. Equipment List
- ___ 12. Pre-visual Material (Cinematography and Production Design)
- ___ 13. Call Sheet
- ___ 14. Location Agreement (signed)
- ___ 15. Actor and Crew Release Forms (signed)
- ___ 16. Safety Form (signed)

Class Instructor & Date _____