LOCATION CHECKLIST

[ ] *Transportation/parking:* is this accessible by TTC? By highway? Are there nearby parking spaces for cars? Do you need permits to park? Is there a space for the equipment truck, if you have one?

[ ] *Cast/crew logistics:* how much crew does this space allow for? Do you have bathrooms? Is there a space for lunch? A space for craft? A green room space? A space to store equipment and crew belongings?

[ ] *Scouts:* have each of your keys (DP, sound, art director) had a chance to scout the location & noted their own separate issues with the space?

[ ] *Safety:* are there any safety issues that are important to note? How can you make your crew aware of these safety issues/avoid them as much as possible?

[ ] *Owners/managers:* do the owners know what they're in for? Do they understand how much crew and equipment you are bringing, the magnitude of the production, etc.? Do you have their contact information, emergency contact information, etc.? Do they want compensation for the space, and is this compensation negotiable?

[ ] *Community concerns:* is the surrounding neighbourhood aware that you are filming in the area, especially if you are going to be disruptive to their routines? How can you make your presence as pleasant and non-intrusive as possible

Location Notes/ Issues	**Comments/Solution/Needs**