

SCRIPT BREAKDOWN SHEET

PROJECT TITLE:

DATE:

PRODUCER:

DRAFT:

1st A.D.:

SCENE #:

SCRIPT PAGE(S):

INT/EXT. SCENE HEADING – DAY/NIGHT (SCRIPT DAY)

LENGTH :

LOCATION:

CAST	BG PERFORMERS	SET DRESSING
Red	Green	Yellow
	STUNTS	
	Orange	
SPECIAL EFFECTS	PROPS	WARDROBE
Blue	Violet	Underline
VEHICLES/ANIMALS	MAKE-UP/HAIR	SOUND EFFECTS/MUSIC
Pink	Bold	Brown
SPECIAL EQUIPMENT	PRODUCTION NOTES	VISUAL EFFECTS/CGI
<i>See Notes, page two</i>		

EXAMPLE:

SCENE #: 1

INT. TORONTO NEWSROOM – NIGHT (1)

LOCATION: Toronto Star Building, 1 Yonge St., Toronto

DRAFT: Production

SCRIPT PAGE(S): 1-3

LENGTH : 2 1/8

Replace italicized scene heading info with specific **scene heading**

Script Day is the day or night in the timeframe of the story that the scene occurs

Page lengths are always expressed in 1/8s, unless it's a full page, in which case it is a whole number

Cast is speaking parts only, usually listed with the number they have been assigned on a master list of all cast members. That list usually numbers from largest to smallest parts.

BG Performers are non-speaking background actors, also referred to as Extras.

Set Dressing includes particular and specific pieces of furniture or furnishings beyond what would normally appear in the setting. So, for instance, desks in a newsroom would not be mentioned but a hot tub would be. Includes Greens – real or artificial flowers, plants, shrubs and foliage.

Special Effects, also known as Practical Effects, are on-set effects: fire, running water, steam, smoke

Props are items handled by actors. A flower vase is set dressing unless a character picks it up and throws it. Then it's a prop. But if it breaks it's probably a special effect.

Wardrobe includes clothing specifically mentioned in the script or items that may require doubling – because they get wet or dirty, for example

Vehicles are **Picture Vehicles**, that is vehicles seen on camera.

Makeup/Hair are those things specifically mentioned in the script. Also special makeup and hair effects – blood, scars, prosthetics, aging

Sound Effects/Music. Sound effects may be added in post but should be listed if an actor is required to react to the sound on set. Music is any music that is playing on set, does not include score.

Special Equipment. Anything special required to get the shot. Underwater camera, drone, scaffolding.

Production Notes. Anything production needs to be aware of – e.g. Location only available 12:00 a.m. to 5:00 a.m.

Visual Effects/CGI. Anything in the scene that will require post effects, plates to be shot, motion capture

Stunts. Any situation where a performer would be at risk of injury in performing the requirements of their role

