Location Scout Sheet

COMPANY NAME: ____________________________ DATE: ________________
PRODUCT TITLE: ___________________________
DIRECTOR: ________________________________
D.P.: _____________________________________

LIGHTING:
Location of windows? Sun-exposure/shadows?

REFLECTIONS:
What materials are prevalent in the b.g.?

SOUND:
Prevalent noise (street, refrigerator, hums, hisses)? Echo?

POWER: Locate electrical outlets, breaker box, etc. How many amps per circuit?

NOTES:

CHECKLIST:
☐ Location Agreement
☐ Certificate of Insurance
☐ Permit
☐ Fire Safety Officer(s)
☐ Police
☐ Location Fee
☐ Security
☐ Intermittent Traffic Control
☐ Post For Parking
☐ Signed Release from Neighbors
☐ Prepared Map to Location
☐ Heaters/Fans/Air Conditioners
☐ Lay-out Board/Drop Cloths
☐ Utilities/Power Supply

Located:
☐ Hospital
☐ Grocery Store
☐ Hardware Store

Allocated Areas For
☐ Extras
☐ Dressing Rms.
☐ Eating
☐ Hair/Makeup
☐ School
☐ Equipment
☐ Special Equipment

Allocated Parking For
☐ Equipment
☐ Honeywagons
☐ Motor Homes
☐ Catering Truck
☐ Cast Vehicles
☐ Buses
☐ Picture Vehicles
☐ Extra Tables & Chairs/Tent
☐ Locate Parking Lot if Shuttle is Necessary