

# SITE CHECK

PRODUCTION: \_\_\_\_\_

PRODUCER: \_\_\_\_\_ DATE: \_\_\_\_\_

LOCATION ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

PHONE/FAX/EMAIL: \_\_\_\_\_

PRODUCTION DAY & TIME: \_\_\_\_\_

Location Description (Sketch on back)

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Location Availability

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Power

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Lighting

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Audio

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Access

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Facilities

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Permits/Permissions

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Script Considerations/Instructions

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