



CALL SHEET

Day **1** of **1**

Confidential: for cast and crew only

PROJECT	CLIENT	PRODUCTION / STUDIO
Run Club Launch Film	Stride Athletics	Your Studio Name

DATE	DAY	GENERAL CALL	SUNRISE	SUNSET	EST. WRAP
03 Oct 2026	Saturday	05:30	06:12	18:02	11:00

WEATHER FORECAST	GOLDEN HOUR (AM / PM)	BACKUP PLAN IF WEATHER TURNS
Clear, 29°C, light wind	06:12–06:50 / 17:25–18:02	Move run shots to 4 Oct, same times

KEY CONTACTS			
Role	Name / details	Phone	Email
Director / producer	Your Name	+00 000 000 0000	hello@yourstudio.com
Client contact	Dana Whitfield	+00 000 000 0000	dana@stride-example.com
On-site contact	Store manager	+00 000 000 0000	
Emergency number	Local emergency services	999	
Nearest hospital	City General Hospital, 12 Example Rd (8 min drive)		

LOCATIONS				
#	Location	Address	Map link	Parking / access
1	Marina promenade	Start point by the lighthouse, Marina Walk	[map link]	Public car park P2, free before 8am
2	Stride flagship store	45 Example Street, Ground floor	[map link]	Loading bay at rear, ask security

SCHEDULE				
Time	Activity	Location	Who	Notes
05:30	Crew call, unload and set up	Promenade	All crew	
05:50	Talent call, warm-up talk	Promenade	Coach + club	Lav mic on coach
06:12	Sunrise run (main sequence)	Promenade	All	Drone up at 06:10
07:00	Close-ups, product shots, reels	Promenade	Camera A + B	
07:45	Wrap promenade, move to store		All	8 min drive
08:15	Interviews + product hero shots	Store	Runner 4, Camera A	Quiet corner
10:30	Pack down, check footage backed up	Store	All	
11:00	Wrap			

CREW

5 crew

Role	Name	Phone	Call	Email / notes
Director of photography	Your Name	+00 000 000 0000	05:30	Camera A
2nd camera	Alex Freelancer	+00 000 000 0000	05:30	Camera B, gimbal
Drone pilot	Sam Pilot	+00 000 000 0000	05:30	Permit on phone
Sound recordist	Jo Audio	+00 000 000 0000	07:45	Store interviews only
Production assistant	Taylor PA	+00 000 000 0000	05:15	Bring breakfast order

TALENT / CAST

Name	Role	Call	Release signed?	Wardrobe / notes
Coach Rana	Coach / lead	05:50	Yes	Club kit, Stride shoes
Run club members (12)	Runners	05:50	Yes	Own training kit, no other brand logos
Runner 4	Interview subject	05:50	No	Bring a change of top for interview

NOTES

Dress code	Dark, plain clothing. No logos. Closed shoes.
Catering	Breakfast at the store from 08:00. Water on set all morning.
Safety	Promenade stays open to the public: keep paths clear, no running backwards without a spotter.
Parking	See locations above. Keep receipts for expenses.
Other	

Please confirm you've received this call sheet. Don't forward it: it contains personal contact details.

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ITEMS		PACKED		RETURNED		MISSING ON RETURN	
13		13		12		1	
#	Item (pick from your inventory)	Category	Qty	Source	Packed	Returned	Notes
1	Camera body A	Camera	1	Own	Yes	Yes	
2	Camera body B	Camera	1	Own	Yes	Yes	
3	Standard zoom lens	Lenses	1	Own	Yes	Yes	
4	Telephoto lens	Lenses	1	Own	Yes	Yes	
5	Macro lens	Lenses	1	Rental	Yes		Return to rental house by Mon
6	Gimbal	Support	1	Own	Yes	Yes	
7	Drone (with licensed pilot)	Support	1	Crew	Yes	Yes	Pilot brings own
8	Wireless lav kit x2	Audio	1	Own	Yes	Yes	
9	LED panel light x2	Lighting	1	Own	Yes	Yes	Store interviews
10	Camera batteries (all charged)	Power	8	Own	Yes	Yes	
11	Memory cards (formatted)	Media	6	Own	Yes	Yes	
12	Backup SSD x2	Media	2	Own	Yes	Yes	
13	Printed call sheet & releases	Paperwork	1	Own	Yes	Yes	