

SUMMARY PRODUCTION COSTS

Prod #: _____ Title: _____ Date: _____
 Producer: _____ Director: _____
 Writer: _____ Director of Photography: _____
 Start Date: _____ Scheduled finish date: _____ Finish date: _____

Acct. No.	Classification	Budget	Cost to date	Estimate cost to complete	Estimate total costs	Over or under budget
01	Story					
02	Supervisors					
03	Cast					
04	Direction					
	Total Above-The-Line Costs					
05	Director's Staff					
06	Camera					
07	Set Operations					
08	Set Construction Costs					
09	Set Design					
10	Set Dressing					
11	Special Effects					
12	Process					
13	Miniatures					
14	Draperies					
15	Props					
16	Live Stock · Handlers and Equipment					
17	Locations					
18	Transportation					
19	Lighting					
20	Wardrobe					
21	Make-Up and Hairdressing					
22	Film and Laboratory					
23	Telecine and Tapes					
24	Sound Recording					
25	Sound Royalties					
26	Sound Mixing and Scoring					
27	Picture Editing					
28	Titles and Inserts					
29	Music					
30	Studio Rentals					
31	Tests and Pre-production					
32	Studio General					
	Total Below-The-Line Costs					
	Total Direct Cost					
40	Contingency					
50	General Studio Overhead					
	TOTAL COSTS					

Remarks: _____

Film Stock Budgeted (in feet): _____ Film Stock Shot (in feet): _____

Signed: _____ Signed: _____

BREAKDOWN SHEET

Production title: _____

Page _____ of _____

Name of set: _____

Day or Night _____

No. of scenes _____

No. of Pages _____

Extra Talent and Bit Parts	Cast and Wardrobe Change	Scene numbers and short resume of action
Effects:		
Music and miscellaneous:		
Construction essentials:		
Essential Props:		

SHOOTING SCHEDULE

Picture Title: _____

Director: _____ Producer: _____

Date: _____ Day No.: _____

Day And date	Set or Location Scene numbers	Cast working	Where located	Requirements

PROPERTY MASTER BREAKDOWN

PRODUCTION TITLE		SHOOTING DATE		
SET		SEQUENCE		LOCATION
PERIOD	SEASON	DAY	NIGHT	TOTAL SCRIPT PAGES
CAST	BITS	EXTRAS		MISCELLANEOUS

SCENE NUMBERS AND PROPS

DAILY PRODUCTION REPORT

Production Title: _____ Date: _____

Name of set: _____ Producer: _____

Director: _____ Camera: _____

Setups today: _____	No. of scenes to shoot: _____	Today's call: _____
Scenes shot today: _____	Days in schedule: _____	Start time: _____
Total scenes in script: _____	Days to date: _____	Lunch: _____
Scenes previous shot: _____	Days behind: _____	Dinner: _____
Total scenes shot: _____	Days ahead: _____	Time finish: _____

FOOTAGE Today To Date Total: _____ Net: _____	No of Extras and Rate: _____	Script scenes shot today: _____
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Cast and Bits	Due on set	Arrive on set	Dis-missed	Slate No. Shot Today

