CALL SHEET

Production: _____ Day ___ of ___ Date: ____ / ____ / _____

GENERAL CREW CALL	SHOOTING CALL	ESTIMATED WRAP

SHOOT LOCATION & ADDRESS	UNIT BASE, PARKING & CREW MEETING POINT

WEATHER & SUNRISE / SUNSET	NEAREST HOSPITAL / EMERGENCY (000)

SCHEDULE

Scene	Int/Ext	Description	Cast	Pages	Time	Loc

CAST

#	Role	Name	Pick-up	Make-up	On set	Notes

CREW & DEPARTMENTS

Department	Name	Call	Phone	Notes

SAFETY NOTES, SPECIAL REQUIREMENTS & CATERING

Free template from igotfilm.com.au — build, publish and track call sheets with crew confirmations at igotfilm.com.au

EXAMPLE — FICTIONAL PRODUCTION

CALL SHEET

Production: Harbour Light (short film) Day 2 of 3 Date: Monday 2 November 2026 (AEDT)

GENERAL CREW CALL	SHOOTING CALL	ESTIMATED WRAP
06:30	07:30	17:00

SHOOT LOCATION & ADDRESS

AM: Harbour Studios, Studio A (fictional Sydney studio)

PM: Harbour exterior set — unit shuttle from base

UNIT BASE, PARKING & CREW MEETING POINT

Unit base: Harbour Studios. Arrive at Gate B,

then production desk. No crew parking at exterior set.

WEATHER & SUNRISE / SUNSET

Check BOM forecast the night before.

Sunrise / sunset: check BOM for the shoot date.

NEAREST HOSPITAL / EMERGENCY (000)

Nearest hospital: confirm on location recce.

Emergency: dial 000. First aid: production desk.

SCHEDULE

Scene	Int/Ext	Description	Cast	Pages	Time	Loc
01	INT	Opening sequence — Mia arrives at the café	Mia, Sam		07:30-09:30	Studio A
02	INT	The conversation — counter scene, close-ups	Mia, Sam		09:45-12:00	Studio A
		Lunch at unit base (45 min); unit move 12:45			12:00-13:15	
03	EXT	Along the harbour — walking sequence, pickups	Mia		13:15-16:30	Harbour set

CAST

#	Role	Name	Pick-up	Make-up	On set	Notes
1	Mia	Alex Morgan	06:15	07:15	07:30	
2	Sam	Taylor Reed	06:30	07:15	07:30	

CREW & DEPARTMENTS

Department	Name	Call	Phone	Notes
Production Manager	Jordan Lee	06:00		
Director	Casey Rivers	06:30		
1st Assistant Director	Jamie Chen	06:15		
Camera & lighting	Department crew	06:30		
Hair, makeup & wardrobe	Department crew	06:15		
Sound	Department crew	07:00		

SAFETY NOTES, SPECIAL REQUIREMENTS & CATERING

Morning break 09:30 (15 min). Lunch 12:00 at unit base (45 min).

Exterior work near water: follow the 1st AD's safety briefing. All names and details are fictional.

Free template from igotfilm.com.au — build, publish and track call sheets with crew confirmations at igotfilm.com.au