**LOCATION RECCE**

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| --- | --- | --- | --- |
| **Prepared by:** |  | **Date Recce Completed:** |  |
| **Location Details:** |  | | |
| **Overview of filming:** |  | | |
| **Proposed dates for filming:** |  | | |

|  |  |
| --- | --- |
| *INSERT PHOTOGRAPH HERE*  *Make sure the photos have actually been captured by you from various different positions and angles of the* ***actual*** *areas/rooms you plan to film in.* | *INSERT PHOTOGRAPH HERE*  *Make sure the photos have actually been captured by you from various different positions and angles of the* ***actual*** *areas/rooms you plan to film in.* |
| *INSERT PHOTOGRAPH HERE*  *Make sure the photos have actually been captured by you from various different positions and angles of the* ***actual*** *areas/rooms you plan to film in.* | *INSERT PHOTOGRAPH HERE*  *Make sure the photos have actually been captured by you from various different positions and angles of the* ***actual*** *areas/rooms you plan to film in.* |

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| --- | --- | --- | --- |
| **Location Contact Name:** |  | **Location Address & Room Number** | *Insert a full address here* |
| **Contact Number & Email:** |  | **Point(s) of access** | *How can you get into the building/location?* |
| **Permissions** | *What specific permissions do you need to obtain in order to film here?* | **Availability** | *What key dates & times is it* ***available*** |
| **Points of Interest** | *Specific areas of the location that you think will work best for filming* | **Suitability** | *Why is it suitable for your production?* |
| **Safety Issues** | *What main hazards are there in this specific location?* | **Additional Notes** | *Insert useful notes and observations here that will fully prepare the crew ahead of filming e.g.*   * ***Electrical Supply*** * ***Sunlight*** * ***Windows*** * ***Noise*** * ***Backgrounds*** * *Nearest Hospital* * *Parking information* * *Upcoming developments/works that may interrupt filming* |
|  |
| **Travel Distance & Accessibility** | *How far is it from your main base?*  *How will you get to the location?* | Location Release | *Has a location release form been submitted to the landowner?* |