

DAILY PRODUCTION REPORT

One report per shoot day. The official record of what got shot, when and by whom.

PRODUCTION		DATE	SHOOT DAY _ OF _	REPORT NO.
Dead Air (short film)		Mon 13 Oct	1 of 3 (+1 reserve)	1
DIRECTOR	PRODUCER	1ST AD	DP	
Alex Rivera	Jo Kim	Priya Shah	Lena Park	
LOCATION(S)		WEATHER		
Nora's apartment, 4 Elm Court		Clear, 52F. Sunrise 7:12 AM		

TIMES			
CREW CALL	SHOOTING CALL	FIRST SHOT	LUNCH (OUT TO IN)
5:30 AM	6:30 AM	6:52 AM	12:00 to 12:30 PM
SECOND MEAL	CAMERA WRAP	LAST PERSON OUT	SCHEDULED WRAP
None	5:40 PM	6:25 PM	5:30 PM

PROGRESS					
	SCRIPT TOTAL	BEFORE TODAY	TODAY	TO DATE	REMAINING
Scenes	11	0	2	2	9
Pages	13 3/8	0	2 6/8	2 6/8	10 5/8
Screen time	14:00	0:00	2:55	2:55	11:05
Setups	86 (est.)	0	14	14	72

Screen time in minutes:seconds. Pages in eighths. To date = before today + today. Remaining = script total - to date.

SCENES SHOT TODAY						
SCENE	SET AND DESCRIPTION	PAGES	SETUPS	SCREEN TIME	STATUS	NOTES
11	EXT APARTMENT BUILDING, dawn	3/8	3	0:25	Done	Sunrise, 20 min to spare
1	INT NORA'S APARTMENT, day	5/8	4	0:40	Done	
10	INT NORA'S APARTMENT, night	1 6/8 of 2	7	1:50	Part	Last 2/8 moves to Thu 16

SCENES SCHEDULED	SCENES COMPLETED	PART COMPLETED	
11, 1, 10	11, 1	10 (1 6/8 of 2 pages)	
NOT SHOT (MOVED)	ADDED OR RETAKES	CREW COUNT	EXTRAS
None	None	14	0

MEDIA		
CAMERA CARDS / ROLLS	SOUND ROLLS / FILES	BACKUPS AND DELIVERY
A001 to A006, 604 GB	S001, 41 files	2 copies, checksums OK. Shuttle drive to editor 7 PM

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Cast times, what went wrong, and sign-off.

CAST TIMES

Status: SW start work, W work, WF work finish, SWF start work finish, H hold, T travel, R rehearse

#	CHARACTER	PERFORMER	STATUS	CALL	ON SET	MEAL OUT	MEAL IN	WRAP	NOTES
1	NORA	Jess Monroe	SW	5:30 AM	6:30 AM	12:00 PM	12:30 PM	5:45 PM	Hold for Thu 16
2	EDDIE	Tom Achebe	SW	10:00 AM	11:00 AM	12:00 PM	12:30 PM	5:45 PM	Hold for Thu 16

MEAL PENALTIES

None

CREW IN OVERTIME (WHO, HOW LONG)

Camera, grip and electric: 10 min

DELAYS AND WHY what ran long, and by how much

Window blackout took 40 min longer than planned (6 windows, not 4). Sc 10 started at 1:10 PM, not 12:30 PM.

SCENES NOT FINISHED what's left and where it moves to

Sc 10, last 2/8 page (Eddie leaves): moved to the reserve day, Thu 16 Oct, same apartment. Jess and Tom on hold.

INJURIES OR INCIDENTS write 'None' if none

None.

EQUIPMENT AND DAMAGE failures, loss, damage, rentals to return

One LED panel failed at 2 PM. Swapped for the spare. Return to the rental house for a credit.

OTHER NOTES

Sunrise shot made with 20 minutes to spare. Neighbor noise complaint at 3 PM, settled by the producer. No meal penalties.

PREPARED BY (NAME, ROLE)

Priya Shah, 1st AD

DATE

13 Oct

APPROVED BY (UPM / PRODUCER)

Jo Kim, Producer

DATE

13 Oct