



STAGE BOOKING FORM

SHOW TITLE		
PROD # – PROD CLASS		
	NAME	PHONE
DIRECTOR		
PRODUCER		
CINEMATOGRAPHER		

☐ FILM STAGE * ☐ TV STAGE * ☐ 003 ☐ DRESSING ROOM ☐ HFP 108

☐ PV Black Box 241 ☐ PV Black Box 286 ☐ PV make-up room ☐ PV Dressing Room

PREP DATE(s) _____ Time _____ to _____

SHOOT DATE(s) _____ Time _____ to _____

STRIKE DATE(s) _____

If different from final shoot date.

***All productions must be completed by 10pm on Sunday Nights.**

REPRESENTATIVE - Production Admin

Date

Studio Operations Administrator

Date

I understand that I am responsible for locking both the stage doors and the loading bay doors upon completion of my filming. If doors are not secured, a fine of \$100 will be charged to my student account.

Student signature

Student Name

Date

**SMOKE/FOG MACHINES are PERMITTED ON STAGE with HoPA & P-Safe approval.
LOBBY FURNITURE MAY NOT BE USED FOR PRODUCTIONS.
STAGE FLOORS MAY NOT BE PAINTED!**