

<INSERT YOUR COMPANY HEADER HERE>

## <TITLE OF YOUR LIVE-ACTION SCRIPTED PRODUCTION> PRODUCTION SCHEDULE

*Vendor - Video Production Company; Client - Company that the video is being made for; X - Complete*

Item	Parties Involved	Proposed Start Date	Proposed Completion Date	X
<b>PRE-PRODUCTION (~ 6-10 WEEKS)</b>				
Kick-off/Concepting Meeting	Vendor Client			
General Pre-production Meeting	Vendor			
Production Schedule	Vendor			
Domain Research	Vendor Client			
Script	Vendor			
Script Pitch	Vendor Client			
Script Revisions	Vendor Client			
Storyboards	Vendor			
Storyboards Pitch	Vendor Client			
Storyboard Revisions	Vendor Client			
Location Scout	Vendor			
Location Selection	Vendor Client			
Casting	Vendor			
Cast Selection	Vendor Client			
<b>PRODUCTION (~ 1 WEEK)</b>				
Shoot Day 1	Vendor			
Shoot Day 2	Vendor			

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POST-PRODUCTION (~ 2-4 WEEKS)				
Edit, Sound Mix, Color, Motion, Graphics	Vendor			
First Cut Review	Vendor Client			
Revisions	Vendor			
Second Cut Review	Vendor Client			
Revisions	Vendor			
Color, Sound Mix	Vendor			
Color Review	Vendor Client			
Color Revisions	Vendor			
Music Licensing	Vendor			
Final Delivery	Vendor Client			