

## SAMPLE Pre-Production Calendar

**NOTE:**

The following is a fictional EXAMPLE of a pre-production calendar for a fictional 5-day shoot. It is presented for illustration only, and is not a complete list of all duties nor representative of actual timelines in pre-production.

# January 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
		<ul style="list-style-type: none"> <li>• Lock Script</li> </ul>	<ul style="list-style-type: none"> <li>• Script Release</li> </ul>		<ul style="list-style-type: none"> <li>• Budget Due</li> </ul>	
15	16	17	18	19	20	21
	<ul style="list-style-type: none"> <li>• Script Breakdown</li> </ul>				<ul style="list-style-type: none"> <li>• Production Strips</li> </ul>	
22	23	24	25	26	27	28
	<ul style="list-style-type: none"> <li>• Scout Locations</li> </ul>					
29	30	31				
		<b>Notes:</b>				

# February 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
	• Casting Sessions			• Lock Locatons		
12	13	14	15	16	17	18
	• Lock Crew	• Casting Call Backs	• Reserve Equipment			
19	20	21	22	23	24	25
	• Lock Cast					
26	27	28				
	• Order Media	• Safety Meeting		• Cash Advance Check Requests	•	
<b>Notes:</b>						

# March 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
						• Tech Scout
5	6	7	8	9	10	11
	• Cast Rehearsals • Final Production Mtg	• Cast Rehearsal	• Cast Rehearsal	• Cast Rehearsal	• Cast Rehearsal • Check Out Equip	
12	13	14	15	16	17	18
	• Shoot Day #1	• Shoot Day #2	• Shoot Day #3	• Shoot Day #4	• Shoot Day #5	
19	20	21	22	23	24	25
	• Return Equipment					
26	27	28	29	30	31	
		<b>Notes:</b>				