

# *Checklist for your* **VIDEO SHOOT**

## **I. Camera & Accessories:**

- ☐ Camera Body (and backup if possible)
- ☐ Lenses (appropriate focal lengths for the shoot)
- ☐ Lens Hoods
- ☐ Filters (ND, Polarising, etc.)
- ☐ Tripod (or other support system like monopod, stabiliser)
- ☐ Quick Release Plates (for camera and tripod)
- ☐ Batteries (charged, and extras!)
- ☐ Battery Charger
- ☐ Memory Cards (with sufficient capacity, and extras!)
- ☐ Card Reader
- ☐ Camera Bag/Case (for transport)
- ☐ Cleaning Kit (lens cloth, brush, etc.)

## **II. Audio:**

- ☐ Microphone(s) (lavalier, shotgun, boom, etc.)
- ☐ Boom Pole (if using a boom mic)
- ☐ Windscreen/Deadcat (for outdoor recording)
- ☐ Audio Recorder (separate recorder or built-in camera audio)

## **II. Audio (Con't):**

- ☐ Headphones (for monitoring audio)
- ☐ XLR Cables (for connecting microphones)
- ☐ Adapters (if needed)
- ☐ Batteries (for microphones and recorders)

## **III. Lighting:**

- ☐ Lights (LED panels, strobes, softboxes, etc.)
- ☐ Light Stands
- ☐ Modifiers (umbrellas, diffusion gels, barn doors, etc.)
- ☐ Reflectors
- ☐ Extension Cords
- ☐ Clamps/Gaffer Tape (for securing lights)
- ☐ Batteries (for lights if needed)

## **IV. Grip & Support:**

- ☐ Tripod (as mentioned above)
- ☐ Monopod
- ☐ Stabiliser/Gimbal
- ☐ Clamps (C-clamps, A-clamps, etc.)
- ☐ Gaffer Tape (essential!)
- ☐ Tie-downs/Bungee Cords
- ☐ Sandbags (for stabilising equipment)
- ☐ Dolly/Slider (if needed)

## **V. Miscellaneous:**

- ☐ Call Sheets (for everyone on the shoot)
- ☐ Shot List (printed copy)
- ☐ Script (if applicable)
- ☐ Release Forms (for talent and locations)
- ☐ First Aid Kit
- ☐ Multi-tool/Pocket Knife
- ☐ Flashlight/Headlamp
- ☐ Camera sun cover (for cameras sitting in hot sun)
- ☐ Laptop/Tablet (for reviewing footage, if needed)
- ☐ Business Cards
- ☐ Water & Snacks
- ☐ Sunscreen/Bug Spray (for outdoor shoots)
- ☐ Rain Gear (if necessary)
- ☐ Comfortable Shoes
- ☐ Cash (for incidentals)

## **VI. Location Specific Items:**

- ☐ Permits (if required)
- ☐ Keys/Access Codes (for the location)
- ☐ Extension Cords (if power is limited)
- ☐ Chairs/Tables (if needed)

## **VII. Client Related:**

- ☐ Client Contact Information
- ☐ Sample Footage/Previous Work (if applicable)

## Before You Leave:

- [ ] Charge all batteries!
- [ ] Format all memory cards!
- [ ] Double-check all equipment is packed.
- [ ] Confirm location details and directions.
- [ ] Communicate with your team.

This list is a starting point. You'll likely add or remove items based on the specific requirements of each shoot. Creating a checklist template that you can customise for each project is a great way to stay organised and ensure you have everything you need.