

# Client Equipment/Resources Request



**Company:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Office Tel/Fax:** \_\_\_\_\_

**Mobile Tel:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Project Description:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Proposed Dates:** \_\_\_\_\_



**Chin@live**

**Chinalive**  
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# Personnel

Cameraman	Number_____	Director	Number_____	Engineer	Number_____
Producer	Number_____	Lighting	Number_____	Translator	Number_____
Audio	Number_____	Assistants	Number_____	Other	_____

# Equipment

## Cameras, Lenses, Misc.

<input type="checkbox"/> Camera	<input type="checkbox"/> Digital Betacam	<input type="checkbox"/> 707 <input type="checkbox"/> 790
	<input type="checkbox"/> Analog- Model Number	_____
	<input type="checkbox"/> DV Cam	<input type="checkbox"/> PD- 150P <input type="checkbox"/> Other _____
<input type="checkbox"/> Tripod	<input type="checkbox"/> Sachtler <input type="checkbox"/> Other _____	
<input type="checkbox"/> Power	<input type="checkbox"/> Batteries <input type="checkbox"/> Charger <input type="checkbox"/> Power Supply w/ Cables	
<input type="checkbox"/> Monitor	<input type="checkbox"/> Model Number/Style <input type="checkbox"/> Monitor Batteries <input type="checkbox"/> Playback Adaptor	_____
<input type="checkbox"/> Additional Lenses		<input type="checkbox"/> 33x <input type="checkbox"/> 50x <input type="checkbox"/> Wide Angle <input type="checkbox"/> Wide Angle Adaptor
<input type="checkbox"/> Matte Box		
<input type="checkbox"/> Matte Box Filters- Specify	_____	
	_____	
	_____	

## Audio

<input type="checkbox"/> Audio Mixer-	Model Number _____	
<input type="checkbox"/> Audio Board-	Number of Channels _____	
<input type="checkbox"/> Microphones	<input type="checkbox"/> Lapel <input type="checkbox"/> Boom- 416	<input type="checkbox"/> Boom Pole <input type="checkbox"/> Power Supply
	<input type="checkbox"/> Wireless	<input type="checkbox"/> Sennheiser <input type="checkbox"/> Sony
<input type="checkbox"/> Headphones	<input type="checkbox"/> Stick	

### Lighting

- Lights
- Standard Interview w/ Stands (2)
- Other- Specify \_\_\_\_\_
- Light Stands
- C-Stands- How Many \_\_\_\_\_
- Other \_\_\_\_\_
- Sun Gun and Accessories
- Reflector
- Additional Request(s) \_\_\_\_\_

### Misc. Services

- Broadcast Service Management (Live Event Coordination)
- Tape Stock
- 30-Minute SP- How Many \_\_\_\_\_
- 30-Minute Digi- How Many \_\_\_\_\_
- 32-Min. DV Cam- How Many \_\_\_\_\_

## Post-Production

- Dubbing
- SP to SP Hours \_\_\_\_\_
- Digi to Digi Hours \_\_\_\_\_
- Other \_\_\_\_\_
- Editing
- Analog- Tape to Tape Hours \_\_\_\_\_
- Non-Linear Hours \_\_\_\_\_
- Graphic Design Hours \_\_\_\_\_
- Stock Footage Description \_\_\_\_\_
- Subtitling Description \_\_\_\_\_
- Original/Stock Music Description \_\_\_\_\_

## Locations

<input type="checkbox"/> Beijing	<input type="checkbox"/> Great Wall	<input type="checkbox"/> Summer Palace	<input type="checkbox"/> Tiananmen Square
<input type="checkbox"/> Shanghai	<input type="checkbox"/> Temple of Heaven	<input type="checkbox"/> Other _____	
<input type="checkbox"/> Yunnan	<input type="checkbox"/> Yi Yuan	<input type="checkbox"/> Xintiandi	<input type="checkbox"/> Pearl Tower
<input type="checkbox"/> Other	<input type="checkbox"/> Hangzhou	<input type="checkbox"/> Suzhou	<input type="checkbox"/> Other _____
	<input type="checkbox"/> Shangri-La	<input type="checkbox"/> Li Jiang	<input type="checkbox"/> Zhong Dian
	Describe _____		
	_____		
	_____		

## Logistics/Services

<input type="checkbox"/> Transportation	<input type="checkbox"/> Car	How Many Days _____
	<input type="checkbox"/> Van	How Many Days _____
	<input type="checkbox"/> Driver	How Many Days _____
<input type="checkbox"/> Accommodation/Hotel	3 Star / 4 Star / 5 Star (Circle One)	How Many Days _____
		How Many Rooms _____
<input type="checkbox"/> Translator	Chinese to - _____	How Many Days _____
<input type="checkbox"/> Fixer		How Many Days _____
<input type="checkbox"/> Catering	Describe _____	
	_____	

## Advisory

- Chinalive is a non-political organization; consequently we abide by local filming regulations. Please understand that deviating from your stated intentions will negatively impact our ability to continue as a going concern and adversely affect the people who make this concern possible.
- While regulations in China continue to streamline, shooting permissions still take time. Please allow three to four weeks to obtain shooting permits in and around China's most famous sites. Fees for these sites vary and will be quoted on a job-by-job basis.