UNCW Film Studies Department
Kenan Studio Application

Applying students must submit two copies of this form (and attachments) to the Film Studies Office. One copy will be reviewed by the Production Faculty Committee, one will be kept on file in the Equipment Manager's office.

Name _____ **Date** _____

Course Name and Number: _____ **Semester:** _____

Proposed Shooting Dates and Times : _____ **on** _____ **to** _____ **on** _____
am/pm day/month am/pm day/month
(these days/times must include all time needed to prepare for shooting and wrap, cleaning, and restoration)

Which electricity sources will this project use? (check all that apply)

☐ **Edison Plugs (standard wall outlets)** ☐ **Company Box**

Indicate if this project will require the following:

☐ **Grid Access** ☐ **Moving Set Walls**

I have read the Kenan Studio Rules. I agree to follow these rules and all relevant UNCW and Film Studies Department policies if I am granted access to the Kenan Studio. I understand that failure to comply with Kenan Studio Rules and UNCW/FST policies may result in loss of equipment and studio privileges, financial penalties, and personal liability for losses, damages, and injuries.

Signature: _____

Print Full Name (first, middle, last): _____

Local Address _____

Home Phone # _____**Cell Phone #** _____

Email Address _____

Student Identification Number: _____

Attach the following:

- Complete Crew List noting those crew members who have completed FST 397, FST 392, and/or listing any other relevant experience.
- Script cover sheet with log line and one page plot synopsis
- Completed script with scenes to be shot in Black Box clearly marked.
- Complete list of stunts, liquids, fire, and any other action or factors that could potentially involve or effect the set or studio facility.
- Production Design plans for use of space, including paint color, set-dressing, furniture, etc.