



Access Humboldt

# Project Proposal Form

**PRODUCER:** \_\_\_\_\_ **PROJECT:** \_\_\_\_\_

**PROJECT TYPE (Check applicable boxes)**

- Studio                       Field                       Meeting
- Live                       Recorded                       Single program                       Series ( weekly / monthly )                       YouthProgram

**OUTLINE** (Brief description of concept, purpose, look /style of the project)

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Please attach a separate sheet for more details or comment if needed.

**PROGRAM LENGTH** \_\_\_\_\_ **COMPLETION DATE** \_\_\_\_\_

**RESERVATION** Date & Time (provide a range if needed) \_\_\_\_\_

**EQUIPMENT (Check applicable boxes)**

**STUDIO**

- Cameras
- Projector
- Internet
- Lavalier
- Boom
- Control room
- Chromakey
- Lights
- CREW**

(Name minimum of 2 certified members for studio/control room use)

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**FIELD**

- Tripod
- Headphones
- XLR cables ( 5' / 10' / 20' )
- Field audio mixer
- Lavalier mic
- Stick mic
- Shut gun mic
- Boom mic

Flip Camera

# of cams \_\_\_\_\_

**PRODUCER SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**FOR STAFF USE ONLY**

**COMMENTS:** \_\_\_\_\_

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**STAFF APPROVED:** \_\_\_\_\_

**INITIALS:** \_\_\_\_\_

**DATE:** \_\_\_\_\_