

Free Studio Recce Checklist Template

CINEVIEW COMMUNITY RESOURCES · ORIGINAL EDITABLE TEMPLATE

Check access, working areas, facilities and equipment needs.

Project: _____ Date: _____ Version / owner: _____

Access and load-in

Space and practical requirements

Area / requirement	Observation	Action / owner

Details, checks and handover

Facilities and accessibility

Questions and actions

Action / open question	Owner	Due / completed

How to use this template

Check practical suitability with the studio team. This checklist does not replace a risk assessment, electrical survey or qualified rigging review.

Complete project identifiers first. Duplicate log rows or pages as needed, keep a dated version and share the current copy with the relevant team. These documents are optional to share with Cineview; tell the studio your space, dates and equipment requirements.

Use and limits

Free to adapt for your production. Keep the website credit when sharing the unchanged template. Educational planning aid, not legal, financial or safety advice. Check facts and permissions for your project, protect personal information and obtain competent professional input where needed.