

So you get the call or email... now what? Here are 10 questions to ask:

1. Ask the title of the person inquiring - Location Scout/Manager, Producer, Production Manager or Coordinator. Ask for contact information - phone, email, and address
2. Ask the Title of the Project and the name of the production company
3. Ask about if it is a commercial, corporate, streaming, TV series, Feature film
4. Please ask them to fill out the Washington Filmworks [Tell Us About Your Project](#) form
5. Ask the total number of days they are filming and when. And then, ask how many of those are prep days (which are days before filming) and wrap days (which are days after filming)
6. Ask about the total number of people involved in the production which means the crew, number of actors and background or extras
7. Ask if there are any stunts, car crashes, or scenes with fire, weapons, drones or driving scenes
8. Ask about a Certificate of Insurance naming your entity as an additional insured/this is important
9. Ask if the Production can share the budget for Washington filming
10. Ask what main locations are needed

Track the project by sending information to Vicky Berglund-Davenport at [Tell Us About Your Project](#)

Things you might want to keep in mind:

- **Simplicity:** Film-friendliness relates to efficiency across all logistical processes necessary for production
- **Access and Understanding:** The high value of film production should be reflected in how producers are received and dealt with by decision-makers at key agencies and at individual locations
- **Responsiveness:** Unnecessary delays – for example, in receiving a location permit or permission for a road closure – can be extremely costly for a production. All relevant agencies and support processes should function with speed as a priority