

CREW CONTACT LIST

HEADER

Field	Value
Production	SALT FLATS
Company	Dry Creek Pictures LLC
Production office	661-555-0140, office@drycreek.example
Office hours	7:00 AM to 7:00 PM, prep and shoot
Version	v4, Wed 9/30/2026 (added Day 11 B-cam operator)
Distribution	Crew only. Do not forward to vendors, background, or social media.

CREW

Dept	Position	Name	Mobile	Email	Start	Notes
Producers	Producer	Sam Whitford	661-555-0145	sam@drycreek.example	8/3	
Producers	Line producer / UPM	Rosa Delgado	661-555-0141	rosa@drycreek.example	9/14	Deal memos, budget
Director	Director	Lena Okafor	Through producer			Contact via Sam or Kyle
Production	Production coordinator	Beth Arno	661-555-0142	office@drycreek.example	9/28	Travel, hotel, crew list
ADs	1st AD	Kyle Brandt	661-555-0143	kyle@drycreek.example	9/14	
ADs	2nd AD	Mina Park	661-555-0144	mina@drycreek.example	9/29	Call sheets, cast contact
ADs	Key set PA	Jordan Ames	661-555-0146	(email)	10/5	

Dept	Position	Name	Mobile	Email	Start	Notes
Camera	Director of photography	Theo Lindqvist	661-555-0151	(email)	9/30	
Camera	1st AC	Carla Reyes	661-555-0152	(email)	10/2	Camera checkout 10/2
Camera	2nd AC	Ben Ortiz	661-555-0153	(email)	10/2	
Camera	B-cam operator	Dana Whitcomb	661-555-0154	(email)	10/16	Day 11 only
Camera	DIT	Omar Haddad	661-555-0155	(email)	10/5	
Grip	Key grip	Andre Solis	661-555-0156	(email)	9/30	Tech scout 9/30
Grip	Best boy grip	Tyler Nguyen	661-555-0157	(email)	10/3	
Electric	Gaffer	Dom Petrakis	661-555-0158	(email)	9/30	Tech scout 9/30
Electric	Best boy electric	Kim Albright	661-555-0159	(email)	10/3	Generator operator
Sound	Production sound mixer	Hannah Cole	661-555-0162	(email)	10/2	Own package, see deal memo
Sound	Boom operator	Luca Bianchi	661-555-0163	(email)	10/5	
Script	Script supervisor	Nora Fitch	661-555-0164	(email)	10/1	
Art	Production designer	Ivy Marsh	661-555-0165	(email)	9/21	
Props	Prop master	Luis Carmona	661-555-0166	(email)	9/24	
Costume	Costume designer	Rafael Ortega	661-555-0167	(email)	9/24	Fittings 10/2, 10/3, 10/6
Hair and makeup	Key hair and makeup	Jess Tran	661-555-0168	(email)	10/3	
Locations	Location manager	Walt Kemper	661-555-0150	(email)	9/14	Releases, permits
Transportation	Driver, Van 1	Eddie Holm	661-555-0171	(email)	10/5	Hotel pickups
Medical	Set medic	Alma Serrano	661-555-0172	(email)	10/5	

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Dept	Position	Name	Mobile	Email	Start	Notes

CAST CONTACT

Note
All cast contact goes through Mina Park, 2nd AD, 661-555-0144. Cast numbers are kept on a separate list in the production office.

WALKIE CHANNELS

Channel	Use
1	Production (ADs, set PAs)
2	Open, private conversations
3	Locations
4	Transportation
5	Camera
6	Electric
7	Grip
8	Art, props, set dressing

VENDORS

Vendor	What	Contact	Phone	Notes
Camera rental house	A-cam and B-cam packages	(rental agent)	(phone)	Return 10/19 by 12:00 PM
G&E rental house	Grip and electric truck	(rental agent)	(phone)	
Car rig vendor	Process trailer, Day 8	(contact)	(phone)	

Vendor	What	Contact	Phone	Notes
Walkie rental	20 radios	(contact)	(phone)	
Payroll company	Crew and cast payroll	(contact)	(phone)	Time cards due Sunday 6:00 PM
Crew hotel	Out-of-town crew rooms, 10/1 to 10/17	(front desk)	(phone)	

EMERGENCY

Item	Contact
Emergency	911
Set medic	Alma Serrano, 661-555-0172
Nearest hospital	Listed for each location on the daily call sheet
After-hours production contact	Rosa Delgado, 661-555-0141

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