

CALL SHEET

Halden Tools // Founder film // Wednesday 23 September 2026 // Day 1 of 2

UNIT CALL 07:30	BREAKFAST 07:00	FIRST SHOT 08:30	LUNCH 12:30	WRAP 17:00
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WEATHER · WARE, 23 SEPT



Light rain

Sunrise 06:44
Sunset 18:58
Day 12h 14m

07	08	09	10	11	12	13	14	15	16	17	18	19
9°	11°	13°	15°	16°	17°	17°	16°	16°	15°	14°	13°	12°
0%	0%	5%	10%	20%	30%	55%	60%	45%	25%	10%	5%	0%

TODAY, ROUGHLY

07:30–08:00	Crew call, unload, coffee at the office
08:00–08:30	Light the meeting room for the interview
08:30–10:30	Sarah, interview, the six questions
10:30–10:45	Move to the workshop
10:45–12:30	Workshop b-roll
12:30	Lunch, provided. Sarah released until 13:30
	and 4 more on the schedule

LOCATION

WHERE

Riverside Works, Unit 4
Hertford Road, Ware SG12 9LH
[Open in Google Maps](#)

PARKING AND ACCESS

Yard behind the unit, sign in at the office, hi-vis past the roller door

EXACT SPOT

51.808031, -0.038615
///plans.rocket.tapes

NEAREST TOILETS

Inside the office, from 06:30

ON THE DAY

- Safety glasses for everyone on the workshop floor.
- No customer names readable on screens or paperwork.
- No personal photos of the floor on social.
- Sarah has a hard stop at 17:00.

IN AN EMERGENCY · DIAL 999

NEAREST A&E

Lister Hospital, Coreys Mill Lane, Stevenage SG1 4AB, 22 min

NEAREST PHARMACY

Boots, 12 High Street, Ware SG12 9BX

ON THE DAY, RING

Luke, 07000 000000

FIRST AIDER ON SET

Archie, 07700 900027

CATERING

LUNCH

Hot lunch at 12:30 in the office. Two vegetarian, one gluten free.

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CLIENT



Halden Tools Ltd

Riverside Works, Unit 4
Hertford Road
Ware SG12 9LH

POST



Northgate Post

3 Mill Yard
Hertford SG14 1PL

PRODUCTION



Two Chairs Films

18 Baldock Street
Ware
Hertfordshire SG12 9DZ

SHOOTING SCHEDULE

TIME	FRAME	SCHEDULE	WHO	NEEDS
07:30		CREW CALL, UNLOAD, COFFEE AT THE OFFICE · YARD · CREW		
08:00		LIGHT THE MEETING ROOM FOR THE INTERVIEW · MEETING ROOM · CREW		
08:30 10:30	3	Sarah, interview, the six questions Meeting room 3 Interview: Sarah, seated, answers the six questions	Sarah, Luke, sound	LOCKED OFF KEY + BOUNCE LAV + BOOM
10:30		MOVE TO THE WORKSHOP · WORKSHOP · CREW		
10:45 12:30	1	Workshop b-roll Workshop 1 Wide: Factory floor at the start of shift, machines running 4 Close: Hands setting the clamp and checking the gauge 5 Close: Sparks, offcuts falling, the detail nobody notices	Crew, two of the team	SLIDER 100FPS ON THE SPARKS SAFETY GLASSES
	4			
	5			
12:30		LUNCH, PROVIDED. SARAH RELEASED UNTIL 13:30 · OFFICE · EVERYONE		

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TIME	FRAME	SCHEDULE (CONTINUED)	WHO	NEEDS
13:30 14:30	2	Sarah walks in through the roller door Workshop 2 Mid: Sarah walks in through the roller door and stops	Sarah, crew	HANDHELD
14:30 15:30	6 7	The office and the bench Office, then workshop 6 Over-shoulder: Screen showing the job list being updated 7 Mid: Two of the team talking at the bench, no dialogue needed	Two of the team	LOCKED OFF PRACTICALS ONLY
15:30 16:00 FIXED	8	Exterior with the sign, before the light goes Car park 8 Wide: Exterior of the building, sign visible	Crew	TRIPOD ND
16:30	WRAP, PACK, SIGN OUT · YARD · CREW			

CAST AND CONTRIBUTORS	NAME	MOBILE	EMAIL	CALL	LOCATION
Founder	Sarah Halden	07700 900041	sarah@example.com	08:15	Meeting room
Workshop, on camera	Two of the team			10:15	Workshop

CREW	NAME	MOBILE	EMAIL	CALL	LOCATION	PICK UP
Director, camera	Luke	07700 900012	luke@example.com	07:30	Riverside Works	
Sound, second camera	Archie	07700 900027	archie@example.com	07:30	Riverside Works	Ware station 07:05

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CLIENT AND AGENCY	NAME	MOBILE	EMAIL	CALL	LOCATION
Marketing lead	Dan Whitlock	07700 900063	dan@example.com	09:00	Meeting room

SUPPLIERS	WHAT THEY BRING	MOBILE	EMAIL	DROP	COLLECT
Kerrigan Lighting	2K HMI, stands, sandbags	07700 900088	hire@example.com	07:00	18:00

SHOTS	LOCATIONS	GOT
8 planned	Workshop, Meeting room, Office, Car park	0 of 8

#	SHOT LIST	SUBJECT AND ACTION	LOCATION	NOTES	GOT IT
WORKSHOP					
1	Wide	Factory floor at the start of shift, machines running	Workshop	Shoot first, before the floor fills up	☐
2	Mid	Sarah walks in through the roller door and stops	Workshop	Two takes, one slower	☐
4	Close	Hands setting the clamp and checking the gauge	Workshop	Cutaway for the interview edit	☐
5	Close	Sparks, offcuts falling, the detail nobody notices	Workshop	Safety glasses on everyone in shot	☐
7	Mid	Two of the team talking at the bench, no dialogue needed	Workshop	Listening shots to hide edits	☐
MEETING ROOM					
3	Interview	Sarah, seated, answers the six questions	Meeting room	Lav plus boom. Window behind her, blind half down	☐
OFFICE					
6	Over-shoulder	Screen showing the job list being updated	Office	Check no customer names are readable	☐
CAR PARK					
8	Wide	Exterior of the building, sign visible	Car park	Get this before the light goes, not after	☐
9					☐