

# INDEPENDENT SHORT FILM GREENLIGHT APPROVAL FORM

STUDENT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

PROJECT TITLE: \_\_\_\_\_

PROD #: \_\_\_\_\_

THE FOLLOWING ITEMS HAVE BEEN REVIEWED AND APPROVED...

BUDGET  
FUND RAISING PLAN  
FINAL DRAFT OF SCRIPT  
CAST LIST  
COPYRIGHT AGREEMENT

Received and approved by: \_\_\_\_\_  
Mentor Date

\_\_\_\_\_  
CMA Secretary Date

EQUIPMENT LIST  
CREW LIST  
SHOOTING SCHEDULE  
POST-PRODUCTION SCHEDULE

Received and approved by: \_\_\_\_\_  
Mentor Date

Received and approved by: \_\_\_\_\_  
Production Center Manager Date

STUDENT STATEMENT OF UNDERSTANDING:

I hereby confirm that I have read the CMA Short Film guidelines and the Production Center Manual. I understand the school has the right to cancel support for the project if:

1. There is egregious disregard for safety of personnel, property or equipment, or disregard of the law. Read the Production Center Manual Safety Guidelines! They could save your life, your money and your time!

2. Biola University Principles of Community are not observed by all

participants. \*\*\*

3. There are egregious, unapproved alterations in the original green-lighted production plan (script, fundraising plan, crew list, budget, shooting schedule, etc.) All alterations must be approved by both your Mentor and the Post Production Supervisor.

4. Insufficient Progress (according to pre-determined guidelines set by the Mentor)

**I agree to abide by these published guidelines during the preparation, production and completion stages of my project.**

\_\_\_\_\_  
Student Date

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3) FROZEN FUNDS DEPOSITED WITH BUSINESS OFFICE.

Confirmed and approved by: \_\_\_\_\_  
CMA Secretary Date

**FINAL GREENLIGHT FOR PRODUCTION AND REGISTRATION:**

Having confirmed the above required elements are in place, I hereby give this project the final Greenlight for Production.

Approved by: \_\_\_\_\_  
Dept. Chair Date