

Video Request Form

Contact Person: _____ **Due Date:** _____
(Our technical team wants to give your project the time and attention it deserves.
Please submit this form to Tim at least two weeks prior to your due date.)

Video will be used in:
 Traditional Big House Contemporary Refuge _____

Will this segment need to be produced?
 No. It is a movie clip. (Movie title: _____)
Please provide the editors with cue words and/or timestamps for the start and ending of the scene. _____

Yes. It will be a Testimony/Interview Skit Other

Please describe your vision for the production of the segment you need.

What message or lesson are you trying to convey to your audience?

Tell us who should be in the video.

What should they be saying or doing? (Please provide necessary props)

What kind of background music or special effect sounds do you need?

***For interview segments, please list questions that need to be asked.**

