# **<TITLE OF YOUR ANIMATED PRODUCTION>**

**PRODUCTION SCHEDULE**

*Vendor - Video Production Company; Client - Company that the video is being made for; X - Complete*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Parties Involved** | **Proposed Start Date** | **Proposed Completion Date** | **X** |
| PRE-PRODUCTION (~ 4-6 WEEKS) | | | | |
| Kick-off/Concepting Meeting | Vendor  Client |  |  |  |
| General Pre-production Meeting | Vendor |  |  |  |
| Production Schedule | Vendor |  |  |  |
| Domain Research | Vendor  Client |  |  |  |
| Script | Vendor |  |  |  |
| Script Pitch | Vendor  Client |  |  |  |
| Script Revisions | Vendor  Client |  |  |  |
| Storyboards | Vendor |  |  |  |
| Storyboards Pitch | Vendor  Client |  |  |  |
| Storyboard Revisions | Vendor  Client |  |  |  |
| Voice-over Talent Selection | Vendor  Client |  |  |  |
| PRODUCTION (~ 4-6 WEEKS) | | | | |
| Design and Animation  With Reviews | Vendor  Client |  |  |  |
| Voice-over Recording | Vendor |  |  |  |
| Music Selection | Vendor  Client |  |  |  |
| First Cut Review | Vendor  Cilent |  |  |  |
| Revisions | Vendor |  |  |  |
| Second Cut Review | Vendor  Client |  |  |  |
| Revisions | Vendor |  |  |  |
| Music Licensing | Vendor |  |  |  |
| Final Delivery | Vendor Client |  |  |  |