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

**PRODUCTION SCHEDULE**

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

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