

California State University

Northridge

Department of Cinema and Television Arts

MZ 170 (Film Stage)/ MZ 160E (Blue Screen Room) Contract

This agreement is for the student use of the CTVA Film Stage (MZ 170) and/or the Blue Screen Room (MZ 160E).

Only students enrolled in upper division film production courses (CTVA 355, CTVA 350, CTVA 357, CTVA 358, CTVA 452) may use the Film Stage. Only students enrolled in upper division film production courses or upper division television production courses may use the Blue Screen Room. Please make reservations through George Johnson in CTVA Engineering. There must be at least a 10 day notice for a reservation. However, the earlier you make the reservation the more likely your request can be accommodated.

The Film Stage and Blue Screen Room can only be reserved for up to 8 hours per day and 16 hours per week per crew and only if engineering staff is available for supervision. This may include Saturdays. Sundays are not available. The stages are for shooting purposes only and not for auditioning. Classroom space is available for auditioning purposes. Classroom space must be reserved through our department office.

Students are reminded that there is no eating or drinking in MZ 170 and 160E and that the end of their reserved time means out the door- not breaking down time!

Two days before the shoot producers should email George Johnson at george.a.johnson@csun.edu with actual start and wrap times.

I, the undersigned, as a part of the student project entitled _____ for CTVA _____ class, understand the rules concerning the usage of the Film Stage and Blue Screen Room and take full responsibility of the stage/room and its contents.

- 1. (crew) _____
- 2. (crew) _____
- 3. (crew) _____
- 4. (crew) _____
- 5. (crew) _____
- 6. (crew) _____
- 7. (crew) _____

Professor (signature) _____ Date _____

Professor Nate Thomas (signature) _____ Date _____
 Film Production Option Head (signature needed for Film Production students)

Professor Quinn Saunders (signature) _____ Date _____
 Television Production Option Head (signature needed for Film Production students)

George Johnson (signature) _____ Date _____
 CTVA Engineering

FILM STAGE:

Dates: _____ Times: _____

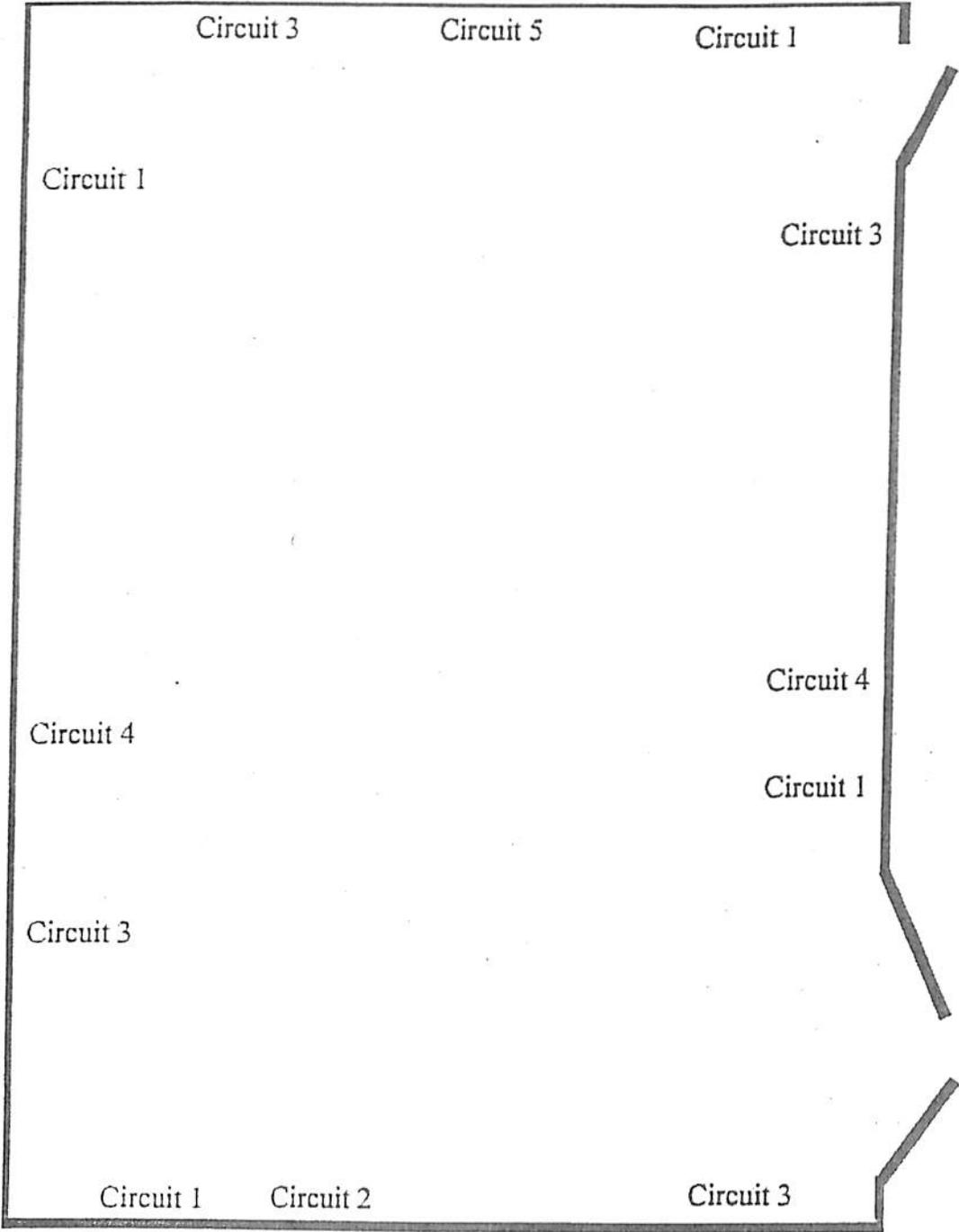
BLUE SCREEN ROOM:

Dates: _____ Times: _____

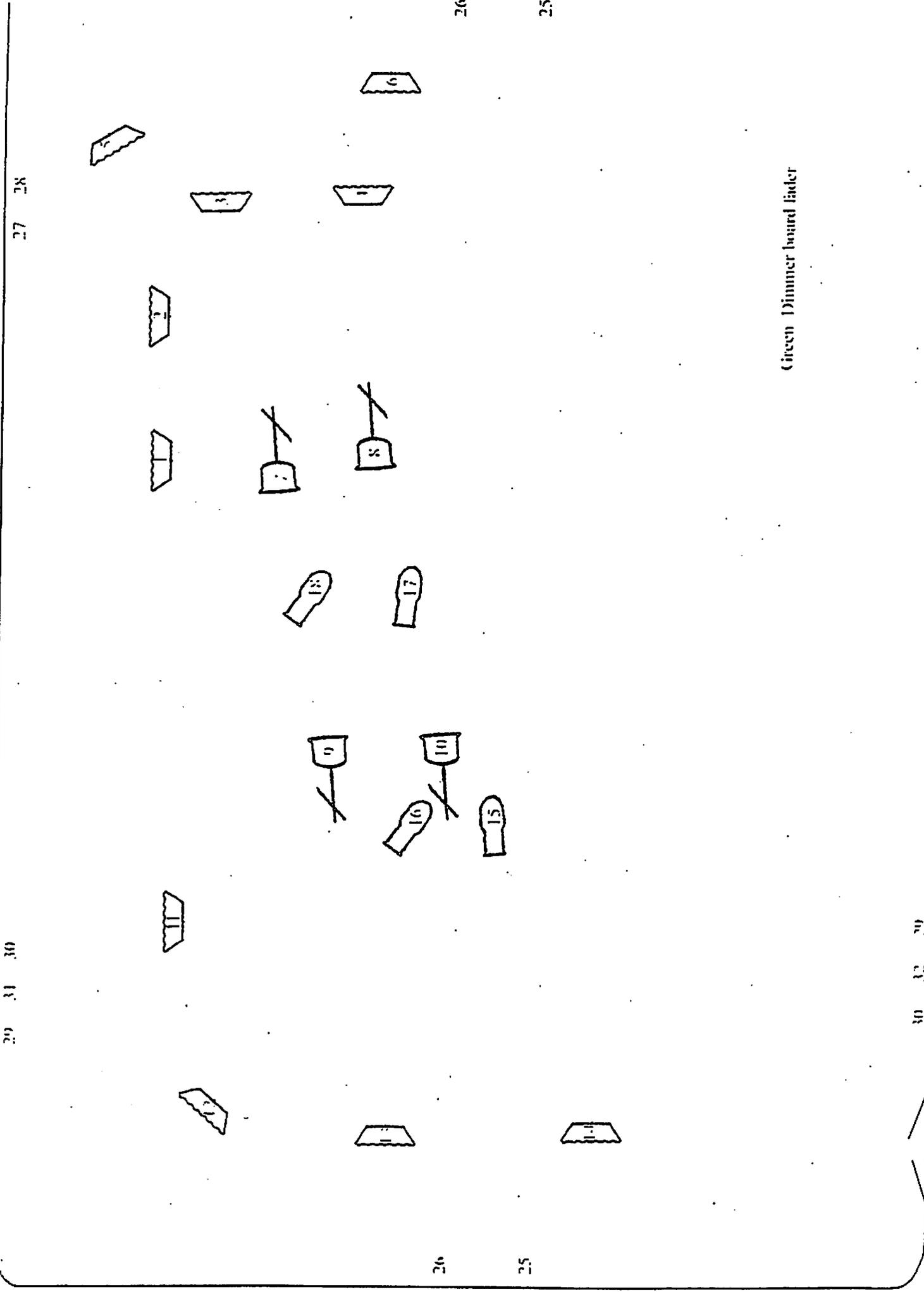
Rules & Regulations for MZ 170/Film Stage

- 1. No painting, sawing, or hammering is allowed. We are not a licensed shop and there are liability concerns.**
- 2. There is no eating or drinking of any kind on the stage.**
- 3. Only students enrolled in CTVA upper division production courses may use the stage (CTVA 355, CTVA 350, CTVA 357, CTVA 358, CTVA 452).**
- 4. There is a lighting dimmer board on the East wall of the stage. Students must be checked out on the dimmer board by our engineering staff and do not write on the dimmer board.**
- 5. Do not change any of the light positions on the grid up above. If you need additional lighting there are outlets on the walls. You must be checked out by our engineering staff before attempting to use any of the outlets.**
- 6. The J.L. Fisher 10 Dolly is only to be used by students in CTVA 355 Intermediate Film Production, CTVA 357 Advanced Cinematography, and CTVA 452 Senior Film Project. These students must be checked out by Michael Bryant before being allowed to operate this dolly and the dolly is not allowed out of the stage. A doorway dolly is available for use by all other film students.**
- 7. Please remove any taped camera position markings on the stage floor after use.**
- 8. Please return all chairs, tables, cys, etc. back to where they were found. Make sure you lift and move all items. Do not slide anything across the stage floor.**

MZ-170 Film Studio Circuit Layout



A LITTLE DINNER TABLE



27 28

26

25

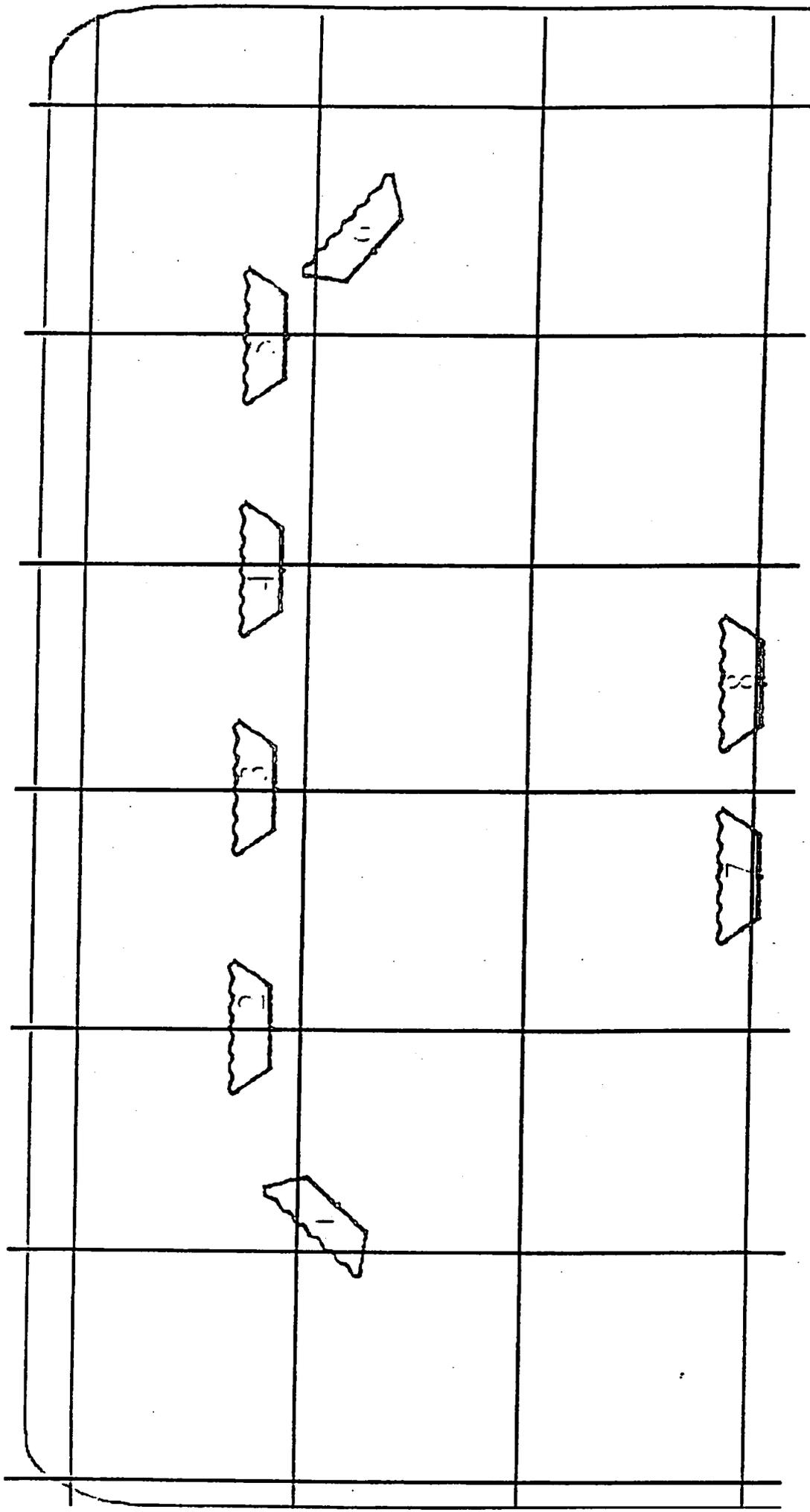
Green Dinner board folder

30 32 30

26

25

Blue Screen Light Plot



24 23 22

Green Dimmer board fader

Rules & Regulations for MZ-160E / Blue Screen Room

1. No shoes of any kind are allowed on the green flooring. If shoes are to be worn, there are white covers that can be put over your shoes. Otherwise, socks are allowed.
2. Do not stand on the curved portions of the wall. The wall is fiberglass and will break if you stand on it.
3. There is a lighting dimmer board in the North-West corner. To use the hanging lights, or the 2 floor lights, turn on the board using the power switch on the back. **Before pluggin the floor lights into circuits 39, 40 or 41 on the west wall, make sure ALL dimmers and the Master fader are down.** Bring up the master fader and then the individual faders for the lights.
 - a. Dimmer 1 – North most Image 80
 - b. Dimmer 2 – North most Arri 2k soft
 - c. Dimmer 3 – Next Arri 2k soft south of Dimmer 2
 - d. Dimmer 4 – Next Arri 2k soft south of Dimmer 3
 - e. Dimmer 5 – Next Arri 2k soft south of Dimmer 4
 - f. Dimmer 6 – South most Image 80
 - g. Dimmer 7 – North most Image 40
 - h. Dimmer 8 – South most Image 40
 - i. Dimmer 22 – Wall plug #39 on west wall
 - j. Dimmer 23 – Wall plug #40 on west wall
 - k. Dimmer 24 – Wall plug #41 on west wall
4. If you need additional lighting, there is an orange outlet on the west wall. This is a dedicated outlet that can handle up to 2000 watts of light. The rest of the black plugs on the west wall are all tied together. They are not individual circuits. **All of the black plugs combined can handle 1800 watts of light.**