Grip prep checklist

Grip prep is the check of dollies, track, stands and grip equipment at the rental house before the shoot.
Every piece is built, tested and noted: anything that does not work is replaced there, not on set.
The list is generic and does not replace the key grip, who is responsible for the safety of every rig.

FILM OR PROJECT TITLE

DIRECTOR

DIRECTOR OF PHOTOGRAPHY

PRODUCTION COMPANY

RENTAL HOUSE

PREP DATES

SHOOT DATES

MAIN DOLLY, TRACK AND CRANES

Contacts

ROLE	NAME	PHONE	EMAIL
Production (contact)			
Rental house (contact)			
Director of photography			
Key grip			
Dolly grip			
1st AC			

01 General

- [ ] Rental list checked against the key grip's list; differences confirmed with production and the rental house
- [ ] Missing items noted and reported to the rental house straight away
- [ ] Condition of the kit photographed; damage noted and reported to the rental house

NOTES

02 Dolly

- [ ] Wheels and bearings free of play, turning freely and quietly
- [ ] Column or hydraulic arm: smooth up and down, no oil leaks
- [ ] Steering, brakes and locks working in every configuration
- [ ] Seats, platforms, extensions and head mounts (Mitchell, Euro) present
- [ ] Track wheels and floor wheels present; batteries charged if motorised

NOTES

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03 Track

- [ ] Track length worked out from the planned moves, plus a margin
- [ ] Short sections and curves present as listed
- [ ] Joints and locks complete; no bent or dented track
- [ ] Wedges, shims and a level for levelling

NOTES

04 Cranes and jibs

- [ ] Crane or jib built and tested across the full planned range
- [ ] Counterweights complete and matched to the weight of the camera build
- [ ] Safety pins, straps and locks checked; remote head tested if planned

NOTES

05 Stands

- [ ] C-stands, combos and high stands: legs, knuckles and locks working
- [ ] Booms and extension arms complete with heads and clamps
- [ ] Stand wheels where needed

NOTES

06 Flags, frames and textiles

- [ ] Flags and floppies in every size listed, fabric intact
- [ ] Frames (for example 6×6 and 12×12) complete with corners and joints
- [ ] Diffusion, nets, solids and bounce fabrics free of tears

NOTES

07 Rigging

- [ ] Enough clamps, suction mounts and fittings, free of play
- [ ] Pipe, ratchet straps and safety chains intact
- [ ] Load rating of every rigging point checked before hanging anything

NOTES

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08 Apple boxes and risers

- [ ] Enough full, half, quarter and pancake apple boxes
- [ ] Risers and shims intact and stable

NOTES

09 Safety

- [ ] Sandbags for every stand and every overhead load
- [ ] Safety cables and chains wherever loads are suspended
- [ ] Ladders and platforms in good condition
- [ ] Work gloves and safety footwear present
- [ ] Safety perimeter around dolly and crane moves

NOTES

10 Transport

- [ ] Carts and cases in order
- [ ] Load weight checked against the vehicle payload; tail lift tested
- [ ] Location access checked: doorway widths, lifts, steps

NOTES

Replaced or missing items

Notes

KEY GRIP

REPORTED TO THE RENTAL HOUSE (CONTACT)

DATE

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