

HANDY GYM LIVE-ACTION HOW-TO VIDEO PROJECT PRODUCTION TIMELINE		
Phase	Milestone	Due Date
1. PRE-WORK	Brief Approved to Launch:	by March 28th
2. PITCH	VIDEO PITCH PHASE	March 28 - April 4
2. PITCH	Pitches Due to Client:	April 4 by EOD
2. PITCH	Client Selects Filmmaker:	April 11
3. PRE-PRO	Tongal Kickoff Calls w/ Creators:	April 12
3. PRE-PRO	Product Shipped to Filmmaker:	April 12
3. PRE-PRO	R1 Storyboards, Style Frames, Location Options, R1 Casting Options Due:	April 15
3. PRE-PRO	Client Feedback on R1 Storyboards, Style Frames, Location Options, Casting Options Due:	April 22
3. PRE-PRO	R2 Storyboards, Style Frames, Location Options (If Applicable), Casting Options (if applicable) Due:	April 27
3. PRE-PRO	Product Received by Filmmaker:	by April 21
3. PRE-PRO	R2 Final Pre-Pro Approved:	May 4
4.PROD	Video Production:	May 5 - May 9
4.PROD	Tongal Internal Cut (16x9 Hero Only) Due:	May 12
4.PROD	Tongal Internal Feedback Due:	May 12 by EOD
5.REV	Client Rough Cut (16x9 Hero Only) Due:	May 16
5.REV	Client Feedback on Rough Cut Due:	May 20
5.REV	Client Picture Lock Cuts (All Assets/All Sizes):	May 24
5.REV	Client Feedback on Picture Lock Cuts Due:	May 31
5.REV	Final Cuts Due (All Assets/All Sizes):	June 2
5.REV	Final Cuts Approved:	June 6
6.DELIV	Master Files Due to Tongal:	June 7
6.DELIV	Final Delivery	June 8