



BRITISH ENTERTAINMENT HISTORY PROJECT
(Formerly BECTU History Project)
WWW.HISTORYPROJECT.ORG.UK

Recording Log Sheet

Interview No: **Date(s):**.....

Interviewee:

Address

.....

Telephone.....**Email**.....

DOB..... **Gender:** M F

Sector(s): Film TV Radio Theatre Other

Work area(s) e.g., Production, publicity, music, animation, documentary, drama:

.....

Companies

.....

Craft(s): e.g., Producer, director, editor, writer, animator, sound, design, props:

.....

Key points of interest (awards, honours, etc.)

Interviewer:,..... **Telephone**

Email..... **Camera**.....

Other Crew: **Equipment Used**.....

Format..... **Number of items** **Total Duration:**

Copyright Clearance Form Signed: YES/NO. Describe any restrictions on Access:

.....

Please provide a brief synopsis of the interview below.

.....

Actions required at management meeting– tick boxes/initials. but I do not know how to do them!

- **Quality controlled**
- **Uploaded to website/vimeo**
- **Stored on hard drive**
- **Supplied to BFI Archive**
- **Photo added**
- **Transcribed**
- **Contextualised**

This log sheet, the two Copyright Clearance forms (interviewer and interviewee), and the recordings should be passed to the Archive Coordinator, Martin Sheffield (07415 100789)

BEA5