



CLIENT CHECK LIST FOR FINAL CUT TRANSFERS

The Cinefilm FCP service for Input and Output is priced low as a 'dub' service. Files that are not complete for standard I/O may require some editing setup and will be charged per hour for those set up/changes.

Please complete this check list and fax, or include with your media. CF Fax: 404-633-3867

Client: _____ Project: _____ Phone: _____

- ___ 1. Is your FW drive Mac formatted? If not, can we erase it and re-format?
- ___ 2. Is your FW drive rated at 800mbs? (required for most HD format transfers.)
- ___ 3. Have you added **bars, tone, and slate** to the head and at least 10 seconds of black at the end of your program? (Most spots and animations still require bars and tone so be sure you've added that as we charge extra to create it.)
- ___ 4. If your program is required to start at a certain time code for broadcast purposes, have you made sure TC and pre-program elements are set up properly?
- ___ 5. Render out the final timeline to one QT file. Be sure and view it before sending. Use: Export>QT Movie>Current Settings. (NOT QT Conversion)
- ___ 6. Name the file "Final" (or similar) and place it in a folder named "Cinefilm." That will insure we find the correct file quickly if other items are on your drive.
- ___ 7. If you're planning for an output to 35mm film, do you have Academy Leader with the 2-pop audio cue before picture? This will have to be added for sync to all reel changes (please create each reel to break within 20 minute lengths with 5 seconds of black between reels as separate QT files.)

From Original Media Format: Tape ___ QT file ___ Drop Frame ___ Non-Drop ___

miniDV ___ DVCPro: 25 ___ 50 ___ SD ___ **HDCam** ___ **HDCamSR** ___ **D5** ___ **DVCPro HD** ___

HD Format: 720p ___ 1080p ___ 23.98p ___ 1080i ___ 29.97i ___ 59.94i ___

To Transfer Media Format: Tape ___ QT file ___ Drop Frame ___ Non-Drop ___

miniDV ___ DVCPro: 25 ___ 50 ___ SD ___ **HDCam** ___ **HDCamSR** ___ **D5** ___ **DVCPro HD** ___

HD Format: 720p ___ 1080p ___ 23.98p ___ 1080i ___ 29.97i ___ 59.94i ___

(For ProRes check format above and here) Apple ProRes ___ ProRes HQ ___

Additional Notes or Comments: _____

NOTES:

We are running FCP Studio 2, v. 6

All tapes transferred to QT format can be read using FCP or Mac systems.

PC systems may require downloading the free Kona codec from www.aja.com.