

Photographic assignments that involve work away from the studio require the use of varying pieces of equipment. The following checklist is intended to suggest the types of equipment often needed for location photography. Consider it an idea list which you can use for a starter, and make your own list, adding items that you find necessary and eliminating those that do not apply to your type of location photography.

In addition to the equipment list, suggested preparatory routine and follow-up routine upon return to the studio are included.

#### A. Twelve Hours Before Departure

1. Remove film from freezer
2. Assemble equipment—clean and inspect
  - a. Cameras
  - b. Camera cases
  - c. Lenses, lens hoods, filters, special optical diffusers, etc
  - d. Film holders, camera backs
  - e. Focusing cloth, magnifiers, cable releases
  - f. Exposure meters, extra batteries
  - g. Film cooler (picnic cooler with mayonnaise jar mentioned earlier, or plastic foam stock shipping carton, or insulated film bag)
  - h. First-aid kit
  - i. Tool kit (leave together permanently—see detailed list)
  - j. Accessory kit (leave together permanently—see detailed list)
  - k. Lights, electronic or flashbulb units, fresh batteries, extra bulbs for lights, flashbulbs, connecting cords
  - l. Reflectors, scrims, umbrellas
  - m. Stands, tripods, tripod clamps
  - n. Changing bag
  - o. List of camera and lens names and numbers for customs or police in case of robbery

#### B. One Hour Before Departure

1. Load film holders
2. Place film, loaded holders, and ice in cooler
3. Stow equipment in vehicle or prepare for carrying in taxi

#### C. Upon Return

1. Remove film from cooler
  - a. Return unexposed film to freezer
  - b. Return exposed film to refrigerator (in plastic bags) or to processing
2. Remove equipment from vehicle, or unpack from carrying luggage
3. Inspect all equipment and check against list for lost items
  - a. Return all undamaged equipment to storage
  - b. Repair, send for repair, or replace all damaged or lost items

#### D. Tool Kit (Detailed List)

1. Hammer, nails, tacks, brads, saw (small, multipurpose)
2. Screwdrivers (large, medium, Phillips head, jeweler's set)
3. Pliers (large, needle-nose, wire-cutting), tweezers

4. Spring clamps
5. Metal knife (extra blades), single-edged razor blades
6. Nailers (large, small), tin snips, pruning shears (small)
7. Single gun and staples
8. Rule (100 foot, steel)
9. Flashlight
10. Flexible chisel tool probe
11. *KODAK Professional Photoguide*

#### H. Accessory Kit (Detailed List)

1. Soft wire, bathing wire, cord, string, thread (black, white, monofilament)
2. Black marking tape, dull transparent tape, 2-inch duct tape (gaffer tape)
3. Plaster's clay, kneadable eraser, modeling clay, dental or beeswax
4. Polishing spray varnish and solvent for removal
5. Paste, acetate cement, mastic, lighter fluid to remove labels, fast-drying epoxy cement, low temperature solder for wire repair, lighter or matches
6. Chalk, red, white, black grease pencils, water-soluble and indelible felt-tip markers; ball point pen; pencils
7. Pliers, hammers and other molding hooks
8. Clear glass (or plastic sheet) and petroleum jelly for diffusing purposes
9. Small can of light oil
10. Hand palm brushes
11. Handker, plus (stretch), safety, thumb, aluminum (push, bank)
12. Food coloring, and gravy flavor preparation for making wines, coffee, etc
13. Atomizer and glycerine mists for "dew"
14. Cloth squares (about eight colors and white, 1.5 x 1.5 m or 4 1/2 x 4 1/2 feet)
15. Roll of heavy weight aluminum foil, wax paper, plastic wrap
16. Tearing paper
17. Model releases, business cards, 3 x 5 note cards, note pads
18. Hand cleaner and towels
19. Safety glasses
20. Idea file (scrap book of pictures)
21. Compass (to predict sun direction)
22. Molding books (to send film to processing laboratory)

FILM WARM-UP TABLE

Type of Kodak Film Package	Warm-Up Time (hours)	
	For 14 C (25 F) Rise—From Refrigerator	For 56 C (100 F) Rise—From Freezer
Roll film (including 828, 136 magenta), 110 and 135 cartridges	1/2	1
10-sheet box	1	1 1/2
50-sheet box	2	3
36 mm long rolls	3	5
70 mm long rolls	5	10