

**Motion Picture/Television**

Course Name and Number:			
Prod. #:		Production Title:	
Producer:		Director:	

## ON CAMPUS ELECTRICAL TIE-IN AUTHORIZATION FORM

- ◆ Electrical Tie-ins, the installation of cam-lock pig tails or direct wiring of permanent interior or exterior distribution boxes will ONLY be authorized by the Production Office at the School of Filmmaking and the Facility Services Electrician of the College of DuPage Motion Picture/Television. The actual installation of the cam-locks or direct wiring will only be authorized and performed by members of the Facility Services Electrical Department. All requests for electrical tie-ins must be approved and submitted 10 working days prior to the needed date of the tie-in.
- ◆ Lock-Out / Tag-Out System on Breaker Boxes and Outside Boxes are controlled by Facility Services. These locks are to be unlocked by AUTHORIZED FACILITY SERVICES PERSONNEL ONLY. Any person or persons found tampering with the locks on these boxes will face prosecution and arrest under OSHA regulations and Illinois State Law.

To Whom It may Concern:

This is to certify that \_\_\_\_\_ is/are enrolled in the School of Filmmaking for the current term and is/are engaged in the production of an authorized  film OR  video project entitled \_\_\_\_\_

Name of Student Gaffer:	
Telephone:	
Name of Licensed Electrician:	
Telephone:	
Electrical License Number:	
Date(s) of shoot:	
Date tie-in is to be done:	Date tie-in is to be removed:
ADDITIONAL COMMENTS:	

By signing below, I, the above named student gaffer, accept full and complete responsibility for all electrical aspects of the above named student production.

Student Gaffer	Date	Student Producer	Date
Instructor/Mentor	Date		

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**APPROVAL:**

Licensed Electrician	Date	Facility Services Electrician	Date
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