

Hello There!

Welcome! First, I want to thank you for arriving here.

You have taken the first step to preserving your family's history. The stories, dreams, accomplishments, advice...is a gift for future generations.

I assure you this will be a smooth, enjoyable experience.

I will be with you every step of the way to ensure your family is comfortable and that you receive a film that is beyond your greatest expectations.

There are no scripts. You are perfect the way you are in the unique path your life has taken you.

And if there is a blooper - we can edit it like it never happened ;)

Finally, thank you for connecting with me. I consider it a privilege to be a part of your family for this incredibly special moment in time.

Cindy

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Time for you to collect photos, videos & memorabilia (if using). Send any digital files least 1 week before filming. Review prep tips.

Submit request through website.
I will contact you to schedule a quick chat to discuss ideas...

Sneak preview via a private link is emailed to you- submit any edits within 10 days.
2nd payment due before final film is released.



FILMING
DAY

Phone/Zoom chat to discuss your expectations, toss around some creative ideas and then schedule a film date. I will send a contract to mb signed and returned, along with 1st payment.

Allow 2- 4 weeks for editing.

Enjoy your film! You will receive the film via a private link. You will be able to download & share the video. Custom USBs available, but will be extra. And please share feedback!

Set-up of equipment takes approx. 20-30 minutes.
Filming (interview + B Roll filming) takes 90-120 minutes.

You may include family photos (up to 50), video clips and memorabilia. Gathering these can be a true labor of love - set aside special time to do this. Here are some tips for finding, choosing and preparing these materials.

- ❁ Limit photos and items that only pertain to the theme.
Include: photos that illustrate a significant memory & can help with storytelling. They should be album worthy; clear and good condition.
Avoid: blurry photos - while I provide photo touch-ups, there isn't much I can do with blurry or ripped photos.
- ❁ Printed photos should be scanned. Or, I offer scanning & touch-up services for an additional fee.
- ❁ Organize and save digital files on a flash drive or copy them into a private Dropbox folder that I can send to you. I can also take still photos on filming day of memorabilia.
- ❁ Any cassette video clips must be digitized prior to sending to me. Places that offer these services: DreamCatchers, Memories Renewed, Lotus Media & Legacy Box.
- ❁ Some examples; birth & marriage certificates, military items, awards, newspaper clippings, recipes, relics....



You Prep



Dress comfortably! You do not want to be distracted by uncomfortable and ill-fitting clothes!

Stain free

Light colors preferred (reflects lights)

NO neon, logos or stripes or patterns. They will be 'buzzing' on the screen!

No need to dress up (unless you prefer).

We are only worried about the waist up, so go ahead and put on the comfy socks or slippers!

No characters or brands - they date films.

Hair should look neat.

Remember, clothes will be the last thing you will notice - it will be the voices, emotions, personalities that will keep the viewers attention.

Be aware that I will be clipping a small microphone onto your shirt, usually around the collar.

Location, location, location! When filming documentaries (interviews), it's important that the interviewee is comfortable and familiar with the space. Usually this is in their own home. But locations can be other places of significance (so long as it's filming friendly!) Here are some tips to keep in mind when choosing a location:

Natural light is best. Pick a room with a nearby window - ideally. Open the curtains and blinds!

Turn off nearby lights, if possible. Soft lamps will work. (LED lights do not record well).

Quiet is essential! Try to find a space that is free from noise - traffic, appliances buzzing, phones, vocal pets...

Your home is not a stage! Don't worry about cleaning up too much. Leave it the way you live in it.

Turns out better with some character in your home! You won't see dirt or dust on the screen.

You may want to declutter a bit and remove anything you do not want to see in the film - especially things with brands on them (dates the film.)

Home Prep



HOME

Day Of....

TAKE A DEEP BREATH! ENJOY THIS EXPERIENCE. YOU MAY BE FEELING NERVOUS TODAY...IT'S NATURAL. I KNOW IT'S HARD TO RELAX IN FRONT OF THE CAMERA. YOU WILL BE TALKING TO ME, NOT DIRECTLY AT THE CAMERA. THESE INTERVIEWS ARE LOW KEY. THERE IS NO PRESSURE TO GET EVERYTHING PERFECT. REMEMBER - WE CAN HAVE RETAKES AND THERE IS ALWAYS EDITING!

THESE INTERVIEWS TYPICALLY LAST 3 HOURS TOTAL. THIS INCLUDES THE TIME BEFORE FILMING WHEN I SET UP EQUIPMENT LIKE THE LIGHTS, MICROPHONES AND, OF COURSE, CAMERAS.

I WILL ALSO TAKE SOME TIME TO GET TO KNOW YOU BETTER AND GO OVER WHAT WE WILL BE DISCUSSING.

THIS IS THE TIME TO TELL ME ANYTHING THAT IS ON YOUR MIND - WHAT YOU ARE NERVOUS ABOUT, WHAT YOU WANT TO MAKE SURE WE COVER IN THE INTERVIEW AND ANYTHING THAT WOULD BE TABOO TERRITORY!

I WILL ALSO BE FILMING EXTRAS - YOUR HOME, MEMORABILIA...ANYTHING THAT IS SPECIAL AND SIGNIFICANT IN YOUR LIFE.



POUR YOURSELF A GLASS OF WATER TO HAVE NEARBY. SIT BACK, RELAX AND ENJOY THE CONVERSATION ABOUT YOUR LIFE. NO PLACE FOR MODESTY NOW!



F A Q

How will the questions be chosen?

I HAVE PRESELECTED QUESTIONS BASED UPON THE INTERVIEWEE AND THE THEME. YOU ARE WELCOME TO PROVIDE SPECIFIC QUESTIONS OR ASK TO SEE THE QUESTIONS PRIOR TO FILMING IN ORDER TO PREPARE!

Will we get to make changes before the final video?

YOU WILL BE ABLE TO PREVIEW THE VIDEO BEFORE FINALIZING. I WILL SEND YOU A PRIVATE LINK TO VIEW THE WATERMARKED VIDEO. YOU MAY SEND CHANGES TO ME WITHIN 10 DAYS. ONE ROUND OF EDITS IS INCLUDED. ANY FURTHER EDITS WILL BE CHARGED AN HOURLY RATE OF \$50.

What if I forgot something on filming day?

IF YOU FOUND PHOTOS OR OTHER DIGITAL FILES YOU WOULD LIKE TO INCLUDE, YOU CAN SEND THEM TO ME – IF I'M NOT TOO FAR INTO EDITING, I WILL INCLUDE THEM. UNFORTUNATELY, WE CANNOT RE-FILM ANYTHING AFTER THAT DAY. THERE ARE JUST TOO MANY VARIABLES AFFECTING THE INTEGRITY OF THE FINAL VIDEO.

What if I want it to be a surprise?

I WILL WORK WITH YOU IN KEEPING IT A SURPRISE FOR THE VIDEO RECIPIENT. IF THE SURPRISE IS FOR THE INTERVIEWEE, WE WILL NEED TO GIVE THEM SOME TIME TO PREPARE! I CAN CREATE A PERSONALIZED GIFT CARD FOR YOU TO GIVE TO THEM!

What if I have a question?

YOU CAN SEND ME AN EMAIL AT: CINDY.OWENS@VIAMUSEMARKETING.COM OR CALL/TEXT ME AT 412-335-0333