**A GUIDE TO THE UNIT BASE**

 A unit base is a place used by the film crew as a space for all the key departments to be in one place whilst we are filming outside the studio.

 It is a place for departments to park their cars, work or keep important production items like costumes and makeup.

Cast also have their dressing rooms here.

Sometimes the crew will eat here too – breakfast and lunch are served by the caterers. It will say on the call sheet where breakfast and lunch will be served.

Cast Members eat in their dressing rooms.

Crew members eat in their trailer (if they have one) or on the dining bus.

Below you will see an example map of a unit base and a colour code to explain each area.

ENTRANCE

3- Way

3 - Way

Accesible Toilet

1. Toilet
2. Covid Tent
3. Assistant Directors Truck
4. Makeup Truck
5. 3- Way
6. Costume Truck
7. Dining Bus
8. Catering Van
9. Recycling Tent
10. Car Parking area

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| **COLOUR CODE** | **AREA** | **EXPLANATION** |
|  | CAR PARKING | Crew members park their cars here. Minibuses and cars are also parked here that can take you to set. |
|  | RECYCLING AREA | Not all unit bases will have these, but if they do this is where all food waste, and other waste from unit base will be separated and sorted for recycling. |
|  | CATERING VAN | Here is where you go and collect your breakfast and lunch. The times will be listed on the call sheet. |
|  | DINING BUS | Here is where crew members go to eat their breakfast and lunch. Cast members eat in their dressing rooms. |
|  | COSTUME TRUCK | This is where you will find the costume team. All of the costumes are on this truck. Cast members have dressing rooms to get changed in. |
|  | 3- WAY | Dressing rooms are trailers called 3-Ways by film crews. This is because the trailers have 3 doors. Each door leads to one dressing room space.  This is where cast members will get changed, relax in between filming and have their food. They have the cast members name on the front door.  If the trailer only has 2 doors, then this is called a two-way. |
|  | MAKEUP TRUCK | This is where the makeup department work. This is where cast will go to get their hair and makeup done before they go to set. |
|  | ASSISTANT DIRECTORS TRUCK | Here is where you will find the 2nd Assistant Director and the Production team. They can help you if you need something. Sometimes the Producer or Line Producer will be on the truck.  At the start of each filming day, most people will be on this truck. You can collect a radio here and any other important paperwork. |
|  | COVID TENT | Not all unit bases will have these. You will be told if you need a Covid test and where to go. Often there is a Covid tent at unit base where you can get tested. |