

	<p>Sharpe Sound Studios Inc. #4 - 440 Brooksbank Ave. North Vancouver, BC Canada V7J 2C2</p> <p>Studios: +1 (604) 988-3477</p>
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Dear Clients,

ADR & Walla recording has resumed at Sharpe Sound and we are SAG/AFTRA approved. Our protocols for ADR and Walla recording sessions are as follows. Clients please read the **Audio Post Committee Draft COVID-19 Protocols** document as well as this studio-specific guide.

ALL STUDIO VISITORS MUST:

1. Arrive masked, at the time of their session and leave immediately upon completion.
2. Wash or sanitize their hands upon arrival
3. Only use the washroom by the coffee kitchen (down the windowed hallway from lobby)
4. Have their temperature checked upon arrival by our touch-less forehead thermometer
5. Fill out our COVID-19 screening questionnaire (see attached – page 2)
6. Congregating, socializing or breaking in the lobby will NOT be permitted

ACTORS: We are asking talent to arrive masked and **stay in their vehicles until they are called in to the studios**, in person or by phone. They will enter the SSTV door (red awning) then be escorted to the ADR studio. We ask the talent to stay masked until they are ready to record, and mask again when they finish recording. Talent must bring their own drinks (including water) and food.

ADR: In Studio D, we have installed a transparent plastic sheet from ceiling to floor, separating the engineer's space from the performer's space. The ADR mixer will be masked throughout the session. A distanced chair is set up for a supervisor if supervision is required. Headphones and pop screen will be washed between each actor as well as a mobile Hepa air filtration unit will run between sessions. **A minimum of 20 minutes between each actor must be scheduled to complete the above.** Talent shall bring their own headphones if they are circumaural (fully around the ear) with closed backs.

WALLA: We will be shooting Walla on weekends or evenings on a larger stage. Actors will be spaced at least 2m apart. Group leaders will bring circumaural headphones, (fully around the ear) with closed backs for all actors. **Remind talent the lobby is closed and they must wait outside until they are called in. No loitering/socializing in the lobby.**









MIX ATTENDEES: Mix attendance is permitted with stipulations. Please discuss in advance how many people wish to attend, their duration and frequency of their visit. We suggest you bring your own note pads and pencils. Masks must be worn at all times during all mixes.


COVID-19 screening questionnaire on page 2

STOP COVID-19
Please complete the following questions before beginning your work today.


Name: _____
Date: _____ Time: _____

Do you have any of the following new or worsening symptoms?

Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Fever/Chills		Cough		Difficulty breathing/ Shortness of breath		Sore throat/ Difficulty swallowing
Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Runny nose (unrelated to seasonal allergies)		Loss of taste or smell		Not feeling well, headache, unexplained tiredness and muscle aches		Nausea, vomiting, diarrhea, abdominal pain

 **In the last 14 days**, have you had close physical contact with a person who:

- Yes was sick with a respiratory illness (had a new or worsening cough, fever or difficulty breathing)?
- No has returned from travel outside of Canada in the last 14 days?
- No was a confirmed or probable case of COVID-19?

 **In the last 14 days**, have you travelled outside of Canada?

Yes
No

If you have answered yes to any of these questions it is recommended by the BCCDC you IMMEDIATELY self-isolate and call 8-1-1