GRANARY DIGITAL

Production budget top sheet

One line per department. Each total comes from the Detail tab.

Department	Amount (£, excl. VAT)	Detail lines	Notes
Development	£0.00	0	
Pre-production	£0.00	0	
Cast	£0.00	0	
Crew	£900.00	1	
Studio and locations	£0.00	0	
Equipment	£0.00	0	
Art and set	£0.00	0	
Wardrobe and make-up	£0.00	0	
Transport	£0.00	0	
Catering	£0.00	0	
Post-production	£0.00	0	
Insurance	£0.00	0	
Admin and fees	£0.00	0	
Subtotal by department	**£900.00**		
Contingency (fixed amount, agreed with producer)			*Enter a fixed amount. Show it as its own line.*
Total before VAT	**£900.00**		
VAT rate	20%		*UK standard rate. Check it applies to your production.*
VAT	£180.00		
Total including VAT	**£1,080.00**		
Money available			*Enter the money you have.*
Left over (a negative figure means short)			

PREVIEW granary.digital

Watermarked preview. Get the clean file free at www.granary.digital/guides.html

GRANARY DIGITAL

Budget detail

Every cost line, with its department. The Top sheet adds these up.

Department	Item	Quantity	Unit	Rate (£)	Total (£)	Status	Notes
Crew	*Camera operator, day rate*	*2*	*day*	*£450.00*	*£900.00*	*Indicative*	*Two shoot days, +VAT*

Watermarked preview. Get the clean file free at www.granary.digital/guides.html

Department	Item	Quantity	Unit	Rate (£)	Total (£)	Status	Notes

All lines	**£900.00**

PREVIEW granary.digital

Watermarked preview. Get the clean file free at www.granary.digital/guides.html

GRANARY DIGITAL

Production budget top sheet (UK)

One page of summary, with every figure coming from the detail

How to use this template

1. Set the shoot days, crew size and studio or location days from the shooting schedule.
2. Enter every line on the Detail tab: department, item, quantity, unit, rate and status. Each line total works itself out.
3. The Top sheet adds up the Detail lines for each department with a formula. Do not type over those totals.
4. Add insurance, then admin and fees. They are easy to forget, and they belong on the top sheet.
5. Enter the contingency as a fixed amount, agreed with the producer and funder before you start. It shows as its own line.
6. Check that the VAT rate on the Top sheet is the rate that applies to your production. 20% is the UK standard rate.
7. Compare the total with the money you have. If it is short, cut scope on the Detail tab, not on the Top sheet.

Status shows where a figure came from: Quoted (from a signed quote), Estimated (your own figure) or Indicative (a published rate that can change).

Granary's indicative crew day rates are shown below, +VAT, before overtime and expenses.

Indicative crew day rates (Granary, +VAT)

	Spark: £350 a day, +VAT
	Editor: £395 a day, +VAT
	Camera operator: £450 a day, +VAT
	Gaffer: £450 a day, +VAT
	Sound recordist: £495 a day, +VAT
	Director of photography: £575 a day, +VAT
	Director: £750 a day, +VAT

PREVIEW granary.digital

Watermarked preview. Get the clean file free at www.granary.digital/guides.html