



COMMUNITY PROJECT: St. Clair County, IL

CONTACT:

SHOOT DATE & TIME:

STARTING LOCATION:

AERIAL FOOTAGE

Notes for the Videographer | **Notes for the Editor** | **Notes for your Team**

You are responsible for coordinating, scheduling, and setting up all people, props, and locations.

Photos & Clips may be sent to [This Dropbox](#) - Please email me when sending anything in so I may save it to your project files! Thank you!

- Please be sure to send your files as an MP4 or MOV file.

# of Takes	Clip ID	SHOT DESCRIPTION	SCRIPT	LOCATIONS
Welcome				
SCENE 1:				
	□S1C1	MS - Person on camera, smiling/speaking while looking directly into the lens <ul style="list-style-type: none"> • Have person say and spell name and state title before beginning • Test microphone and check audio quality before beginning GRAPHIC: Mark Kern St. Clair County Board Chairman	(Chairman Kern speaks on camera) Hello and welcome to Saint Clair County Illinois. The oldest county in the state, Saint Clair County is located in the Metro-East region, just east of Saint Louis, with a population of 257-thousand residents.	
SCENE 2:				
	□S2C1 □S2C2	WS - Scott Air Force Base WS - Three-seventy-fifth Air Mobility Wing	(CGI Narration) Saint Clair County is home to Scott Air Force Base, and the Three-seventy-fifth Air Mobility Wing. Their task is supporting the logistics of all United States military in air, over land, and across the sea.	South Dr, Scott AFB, IL 62225
SCENE 3:				
	□S3C1 □S3C2 □S3C3 □S3C4 □S3C5	WS - Scenic aerial shots of St. Clair County <ul style="list-style-type: none"> - 4 to 5 shots - aerial over downtown, residential neighborhoods, etc. 	(CGI Narration) The base employs some 13-thousand civilian workers and contributes more than 2 billion dollars to the area economy. Many military personnel live in Saint Clair County, and many choose to retire here as well.	
SCENE 4:				

	<input type="checkbox"/> S4C1 <input type="checkbox"/> S4C2 <input type="checkbox"/> S4C3 <input type="checkbox"/> S4C4 <input type="checkbox"/> S4C5	WS - Facade of school WS - Facade of healthcare facility WS - Pan of park area WS/MS - Park amenity being enjoyed by residents (trail, playground, etc.)	(CGI Narration) Military and civilian families alike benefit from Saint Clair County's quality of life: good schools offering innovative programs... a well-established healthcare community... an extensive park system, and other amenities enjoyed by residents of all ages.	
SCENE 5:				
	<input type="checkbox"/> S5C1	MS - Chairman Kern on camera, smiling/speaking while looking directly into the lens	(Chairman Kern speaks on camera) Whether it's your new duty station, or your home for a lifetime, we strive to make you feel welcome here in Saint Clair County.	
Education				
SCENE 6:				
	<input type="checkbox"/> S6C1 <input type="checkbox"/> S6C2 <input type="checkbox"/> S6C3 <input type="checkbox"/> S6C4 <input type="checkbox"/> S6C5 <input type="checkbox"/> S6C6 <input type="checkbox"/> S6C7 <input type="checkbox"/> S6C8	WS - Various shots of school district school buildings - elementary, middle, & high schools - 4 to 5 shots WS - Various shots of private school buildings - 2 to 3 shots	(CGI Narration) Throughout Saint Clair County, there are 31 school districts serving some 39-thousand public school students. Most area private schools are religion-based, with about a 4-thousand student enrollment.	
SCENE 7:				
	<input type="checkbox"/> S7C1 <input type="checkbox"/> S7C2 <input type="checkbox"/> S7C3	WS - Saint Clair County Regional Office of Education WS - Pan of a classroom WS - Pan of the library	(CGI Narration) Since 1973, the Saint Clair County Regional Office of Education has provided educational support services programs, and resources to the k through 12 schools.	1000 S Illinois St, Belleville, IL 62220
SCENE 8:				
	<input type="checkbox"/> S8C1 <input type="checkbox"/> S8C2 <input type="checkbox"/> S8C3 <input type="checkbox"/> S8C4 <input type="checkbox"/> S8C5	WS - Belleville Township High School District's Center for Academic and Vocational Excellence - exteriors & interiors - ground & aerial - 4 to 5 shots	(CGI Narration) Belleville Township High School District's Center for Academic and Vocational Excellence is taking vocational education to a new level. CAVE partners with business and community leaders to offer advanced courses and award college credit in numerous professions.	7645 Magna Dr, Belleville, IL 62223
SCENE 9:				
	<input type="checkbox"/> S9C1 <input type="checkbox"/> S9C2 <input type="checkbox"/> S9C3 <input type="checkbox"/> S9C4 <input type="checkbox"/> S9C5	WS - Southwestern Illinois College - Belleville, Scott Air Force Base - 4 to 5 shots	(CGI Narration) Southwestern Illinois College has campus locations in Belleville, East Saint Louis, and on Scott Air Force Base. This community college offers more than 150 degree and certificate program options.	2500 Carlyle Ave., Belleville, IL 62221
SCENE 10:				

<input type="checkbox"/> S10C1 <input type="checkbox"/> S10C2 <input type="checkbox"/> S10C3 <input type="checkbox"/> S10C4	WS - Mckendree University - 3 to 4 shots	(CGI Narration) Mckendree University in Lebanon is the oldest college or university in Illinois. The private institution offers degrees in some 55 majors.	701 College Rd, Lebanon, IL 62254
<input type="checkbox"/> S10C5 <input type="checkbox"/> S10C6 <input type="checkbox"/> S10C7 <input type="checkbox"/> S10C8	WS - Maryville University's Scott Air Force Base campus - 3 to 4 shots	Maryville University's Scott Air Force Base campus has numerous undergrad and graduate programs available for serving military, including an accredited M-B-A program.	404 W Martin St, Scott AFB, IL 62225
<input type="checkbox"/> S10C9	MS - Students in class learning	Take advantage of the diverse educational opportunities close to home in Saint Clair County.	

Healthcare

SCENE 11:

<input type="checkbox"/> S11C1 <input type="checkbox"/> S11C2 <input type="checkbox"/> S11C3 <input type="checkbox"/> S11C4 <input type="checkbox"/> S11C5 <input type="checkbox"/> S11C6	WS - Memorial Hospital Belleville - ground & aerial WS - Memorial Hospital Shiloh - ground & aerial WS - Emergency entrance MS/CU - Hospital signage	(CGI Narration) Memorial Hospital Belleville and Memorial Hospital Shiloh have been fixtures in the region since 1958. Today's facilities offer emergency and critical care services, as well as medical and surgical. The hospitals have earned magnet status from the American Nurses Credentialing Center.	4500 Memorial Dr, Belleville, IL 62226 1404 Cross St, Shiloh, IL 62269
--	---	---	---

SCENE 12:

<input type="checkbox"/> S12C1 <input type="checkbox"/> S12C2 <input type="checkbox"/> S12C3 <input type="checkbox"/> S12C4 <input type="checkbox"/> S12C5	WS - The Orthopedic and Neurosciences Center WS/MS - Rehabilitation program - physical - occupational - speech - hand therapy	(CGI Narration) The Orthopedic and Neurosciences Center, on the same campus, provides a comprehensive rehabilitation program of physical, occupational, speech, and hand therapy.	4700 Memorial Dr, Belleville, IL 62226
--	--	---	---

SCENE 13:

<input type="checkbox"/> S13C1 <input type="checkbox"/> S13C2 <input type="checkbox"/> S13C3	WS - Saint Elizabeth's Hospital MS/CU - Signage WS/MS - Patient receiving joint care/services	(CGI Narration) In O'Fallon, Saint Elizabeth's Hospital has earned Gold Seal approval from the Joint Commission, and carries on a tradition of care from the Hospital Sisters of Saint Francis.	1 St Elizabeth's Blvd, O'Fallon, IL 62269
--	--	---	--

SCENE 14:

<input type="checkbox"/> S14C1 <input type="checkbox"/> S14C2 <input type="checkbox"/> S14C3	WS - Touchette Regional Hospital MS/CU - Signage WS/MS - Doctor/nurse staff interacting regarding patient	(CGI Narration) Touchette Regional Hospital in Centerville is a joint Commission Gold Seal accredited hospital, serving the communities of the metro-east for more than 60 years. Touchette Regional Hospital is partnering in bringing an Urgent Care facility to residents of East	5900 Bond Ave, Centerville, IL 62207
--	--	--	--

			Saint Louis.	
SCENE 15:				
<input type="checkbox"/> S15C1 <input type="checkbox"/> S15C2 <input type="checkbox"/> S15C3 <input type="checkbox"/> S15C4	WS - East Side Health District MS/CU - Signage WS/MS - Patient receiving care from a staff member WS - Emergency vehicle (ambulance)	(CGI Narration) East Side Health District, a long-time presence in the East Saint Louis area, continues to provide a wide array of preventive health and educational services aimed at improving public health. Saint Clair County, where quality health care for all is close at hand.	638 N 20th St. East Saint Louis, IL 62205	
Scott Air Force Base				
SCENE 16:				
<input type="checkbox"/> S16C1 <input type="checkbox"/> S16C2 <input type="checkbox"/> S16C3	WS - Scott Air Force Base WS - Scenic shot of St. Clair County MS/CU - St. Clair County signage	(CGI Narration) Scott Air Force Base has enjoyed a long and productive relationship with Saint Clair County since opening in 1917.	South Dr, Scott AFB, IL 62225	
SCENE 17:				
<input type="checkbox"/> S17C1 <input type="checkbox"/> S17C2 <input type="checkbox"/> S17C3 <input type="checkbox"/> S17C4 <input type="checkbox"/> S17C5	WS - Various scenic shots of Scott Air Force Base - show staff of the base	(CGI Narration) The primary mission of Scott Air Force Base today is global mobility. The base commands and controls all logistics of the United States military in air, over land, and across the sea.		
SCENE 18:				
<input type="checkbox"/> S18C1 <input type="checkbox"/> S18C2 <input type="checkbox"/> S18C3 <input type="checkbox"/> S18C4	WS - Planes taking off and/or landing at the base - 3 to 4 shots	(CGI Narration) Planes leaving Scott will airlift needed supplies, provide mid-air refueling, and evacuate wounded personnel to destinations around the world.		
SCENE 19:				
<input type="checkbox"/> S19C1 <input type="checkbox"/> S19C2 <input type="checkbox"/> S19C3 <input type="checkbox"/> S19C4	WS - Show staff working at the base - 3 to 4 shots	(CGI Narration) Here in Saint Clair County, Scott Air Force Base employs some 13-thousand people and contributes more than two-billion dollars a year to the region's economy.		
SCENE 20:				
<input type="checkbox"/> S20C1 <input type="checkbox"/> S20C2 <input type="checkbox"/> S20C3	WS - Group shot of the County's Department of Military Affairs staff WS - Facade of Scott Air Force Base WS - Scenic shot of St. Clair County	(CGI Narration) The County's Department of Military Affairs is a liaison between the military and the various local government departments and agencies Scott Air Force Base and Saint Clair County: good neighbors for more than a century.		
Quality of Life				

SCENE 21:

- S21C1
- S21C2
- S21C3
- S21C4
- S21C5

WS - Scenic shots of local parks within the county

- 4 to 5 shots
- ground & aerial

(CGI Narration)

Saint Clair County offers residents and visitors a park system with space and facilities for enjoying a variety of outdoor activities.

SCENE 22:

- S22C1
- S22C2
- S22C3
- S22C4
- S22C5
- S22C6

WS - MetroBikeLink Trail
MS/CU - Signage
WS/MS - Various scenic shots of/on the trail

- show people biking, walking, etc.
- 3 to 4 shots

(CGI Narration)

The Saint Clair County MetroBikeLink Trail, for example, follows the path of the MetroLink light rail system. Designed for biking or walking, the trail spans almost 15 miles throughout the County as it follows the rail system. Hikers and bikers may hop on and off the trail as needed.

SCENE 23:

Please provide photos of the Belleville Annual Art on the Square

- 3 to 5 photos

(CGI Narration)

Recognized as one of the top art shows in the nation, Belleville's annual Art on the Square is the area's flagship of a thriving county-wide arts and cultural scene.

SCENE 24:

- S24C1
- S24C2
- S24C3
- S24C4
- S24C5
- S24C6

WS - Facades of downtown shops/boutiques

- 2 to 3 shots

WS - Saint Clair Square

- 2 to 3 shots

(CGI Narration)

For shoppers, Saint Clair County is the place to go, whether browsing quaint downtown shops in Belleville, Lebanon, or O'Fallon, or bargain hunting at Saint Clair Square in Fairview Heights.

SCENE 25:

- S25C1
- S25C2
- S25C3
- S25C4

WS - Scenic shots of residential neighborhoods

- 3 to 4 shots
- ground & aerial

(CGI Narration)

Whether you're a long-time resident, or recently arrived Air Force personnel, you'll find Saint Clair County has all the ingredients for a satisfying quality of life...

SCENE 26:

- S26C1

MS - Person on camera, smiling/speaking while looking directly into the lens

- **Have person say and spell name and state title before beginning**
- **Test microphone and check audio quality before beginning**

GRAPHIC: Name, Title

(Airman & spouse speak on camera with their impressions of St. Clair County in a response of ~ 10 secs or 20 words)

Sample Response

We love what we've seen so far, and can't wait to get fully settled and comfortable here.

SCENE 27:

<input type="checkbox"/> S27C1 <input type="checkbox"/> S27C2 <input type="checkbox"/> S27C3	WS/MS - People walking around downtown WS - Scenic pan of a local park MS - Signage for St. Clair County	(CGI Narration) For a busy day of errands, or quiet times in the park, you'll love calling Saint Clair County home.	
--	---	---	--

Economic Development

SCENE 28:

<input type="checkbox"/> S28C1 <input type="checkbox"/> S28C2 <input type="checkbox"/> S28C3 <input type="checkbox"/> S28C4	WS - Scenic aerial shots of St. Clair County - 3 to 4 shots	(CGI Narration) Saint Clair County has long been recognized as an important transportation hub, with its prime example being Scott Air Force Base.	
--	---	--	--

SCENE 29:

<input type="checkbox"/> S29C1 <input type="checkbox"/> S29C2 <input type="checkbox"/> S29C3 <input type="checkbox"/> S29C4	WS - 375 Air Mobility Wing - 3 to 4 shots	(CGI Narration) Opened in 1917, the base today is home of Three-seventy-fifth Air Mobility Wing, which commands and controls all logistics of the United States military in air, over land, and across the sea.	
--	---	---	--

SCENE 30:

<input type="checkbox"/> S30C1 <input type="checkbox"/> S30C2 <input type="checkbox"/> S30C3	WS - Scott Air Force Base - 2 to 3 shots	(CGI Narration) Along with its role in the armed forces, Scott Air Force Base is the area's largest employer, generating more than two billion dollars to the local economy.	
--	--	--	--

SCENE 31:

<input type="checkbox"/> S31C1 <input type="checkbox"/> S31C2 <input type="checkbox"/> S31C3 <input type="checkbox"/> S31C4 <input type="checkbox"/> S31C5	WS - Mid-America Saint Louis Airport MS/CU - Airport signage WS - Planes taking off or landing on runway - 2 to 3 shots	(CGI Narration) On the civilian side, Saint Clair County has Mid-America Saint Louis Airport, which has undergone facility upgrades in recent years, and offers flights to multiple domestic destinations.	9656 Air Terminal Dr, Mascoutah, IL 62258
--	---	--	---

SCENE 32:

<input type="checkbox"/> S32C1 <input type="checkbox"/> S32C2 <input type="checkbox"/> S32C3 <input type="checkbox"/> S32C4 <input type="checkbox"/> S32C5	WS - East Saint Louis WS - Dupo WS - Gateway Rail Services WS - Union Pacific Railroad WS - Port District	(CGI Narration) East Saint Louis and Dupo (Doo-poh) are key cities for railroads. Gateway Rail Services and the Union Pacific Railroad maintain important facilities there. The port district in Saint Clair County enables the barging of cargo and serves as a crucial link in the transportation network for both domestic and international trade.	1980 3rd St, Madison, IL 62060
--	--	---	--------------------------------------

SCENE 33:

<p>□S33C1 □S33C2 □S33C3 □S33C4</p>	<p>WS - Facades of industrial businesses - 3 to 4 shots</p>	<p>(CGI Narration) Saint Clair County operates its own Foreign Trade Zone, which offers a variety of industries various advantages on tariffs.</p>	
--	--	---	--

SCENE 34:

<p>□S34C1</p>	<p>MS - Person on camera, smiling/speaking while looking directly into the lens</p> <ul style="list-style-type: none"> • Have person say and spell name and state title before beginning • Test microphone and check audio quality before beginning <p>GRAPHIC: Director Rick Stubblefield St. Clair County Economic Development Department</p> <p>TEXT ON SCREEN: https://www.co.stclair.il.us/departments/economic-development 618-825-3203</p>	<p>(Rick Stubblefield speaks on camera) Let the Saint Clair County Economic Development Department introduce you to all the advantages of doing business here. From financial incentives to quality of life, contact us today for more information.</p>	
---------------	--	--	--

Community Organizations

SCENE 35:

<p>□S35C1 □S35C2 □S35C3 □S35C4</p>	<p>WS - Various facades of community organizations/non for profits - 3 to 4 shots</p>	<p>(CGI Narration) In Saint Clair County, Illinois, our local community partners enhance our quality of life by the values and traditions they honor.</p>	
--	--	--	--

SCENE 36:

<p>□S36C1 □S36C2 □S36C3 □S36C4</p>	<p>WS - Various facades of community organizations/non for profits - 3 to 4 shots</p>	<p>(CGI Narration) They provide opportunities for friends, neighbors, and area businesses to give back, get involved, and come together, inspired by the sense of pride they feel for the county they all share.</p>	
--	--	---	--

SCENE 37:

	<p>TEXT ON SCREEN: Contact a community organization today!</p>	<p>(CGI Narration) Contact one of these organizations today, and discover the contribution you can make through your participation and support.</p>	
--	---	--	--

LEGEND	
INT: Interior Location EXT: Exterior Location XWS: Extreme Wide WS: Wide Shot WMS: Wide Medium Shot MS: Medium Shot	MCU: Medium Close Up Shot CU: Close Up Shot XCU: Extreme Close Up Shot OTS: Over the Shoulder Shot V/O: Voice-over O/C: On Camera
CLIENT NOTES	VIDEOGRAPHER NOTES
<p>If anything needs to be staged, please have someone available to play the role of each mentioned person. This includes anyone giving a testimonial (if applicable). If any props and/or locations are needed to stage or set the scene, please have that prepared as well. Specific locations are to be chosen at the discretion of the client and videographer and is the responsibility of the client to have planned. CGI is not responsible for setting up people, props, or locations unless specifically noted on your shot list.</p> <p>You may see some highlighted item(s) in yellow. If so, these items are information, photos (large .jpeg or .png format), footage, or logos that need to be sent to us.</p> <p>After reviewing the shot list, please respond to my email with your approval or feedback for revisions. If you would like to discuss the shot list over the phone please call: Producer - Allie Atseff : 585-450-2280</p>	<p>After reviewing the shot list, please respond with any questions you may have. If you would like to discuss the shot list over the phone please call: Producer – Allie Atseff: 585-450-2280</p> <p>Please bring a wireless mic for any on-camera testimonials or reads. Have each person do their read at least 3 times on camera.</p> <p>Please shoot as much additional b-roll footage as possible within the allotted time. Shoot 2-3 takes of every shot listed above, each a MINIMUM of 6 seconds long.</p> <p>If you need more time during the shoot, contact the producer before proceeding past the scheduled shoot time.</p>
	EDITOR NOTES
	Notes in gray.