

Kick-Off Meeting & Weekly Calls

Before the start of pre-production, a kick-off meeting will be held at the YouTube offices. The purpose of the kick-off meeting is to discuss all aspects of the production and to meet with key department leads at YTO. This meeting will give creatives and producers a chance to outline the format, cast, and concept of the series as well as an opportunity for the various departments of YTO (Creative, Production, Post, Press, Marketing, Standards and Practices, Rights & Clearances, etc.) to discuss any needs or requests during the production.

YouTube strongly encourages all relevant parties from the Producer and the Production to attend this meeting in person, including Development Executives, Executive Producers, Executive-In-Charge, Producers, Line Producers, Story Producers, Supervising Producers, Production Counsel, etc. Please advise YouTube in advance if Production Counsel is unable to attend so that a separate call with YouTube Legal can be scheduled.

The standing weekly call will be established for the purpose of a fixed check-in meeting to review creative, schedules, and upcoming deadlines. And to also work through any production or technical obstacles that could impact production or post-production.