* As much detail as possible on what the location should look like- period of building, style, or any specific references to the location.
* Geography of space- ie do we need to see the living room from the kitchen.
* Does the space need to be on the ground floor so you can light it or black it out easily ( if this needs to be done from outside)
* Timings- there are certain locations that are only available at weekends or some locations not available at weekends so good to know in advance dates or whether it is mid week or weekend.
* Do you need to film beyond 8pm - there maybe some locations that would not allow filming at night.
* Good to be aware of size of crew and vehicles that will be servicing the filming  to make sure the location is big enough for the crew and can be serviced properly. If the property is on a red route then not so easy to park a generator outside. If the location is a rooftop and has no lift maybe it’s not ideal if you have a large crew and lots of equipment.
* Is there an area that the location needs to be found in- if you are shooting multiple locations in a day it makes sense to look with an area, ie all locations to be found in one borough- Brent or one postcode- NW10.
* If you are shooting with any equipment that will affect the locations you present-ie we have a crane that needs to be positioned outside the location- you may need to find a house or building on a private road or with a driveway if you have run out of time to suspend parking bays to position it on. If you do have the head in time you need to make  sure that the council will allow you to position a crane- if the road is s bus route or very busy or narrow it won’t be possible.
* Do you need a level of control at the location- for instance do you need to hold traffic- if you do this will influence what options you present.
* Budget- how much can you spend on the location- the cost of locations varies dramatically and it is useful to communicate early on what your budget is.
* The more information you have from your director and designer the better. It is always helpful to understand the bigger picture.
* The more you know about a location before presenting it the better. You don’t want to present options that are impossible to service or have too many restrictions or you can’t afford.