Example from Heathers (1986) (Top and Bottom Margins between .5" and 1")

Standard Screenplay Formatting:

Secting, Interior or Exterior, Location)

INT. CAFETERIA ENTRANCE

A gnarly melange of chicken and potatoes is scraped off a plate into a cafeteria trashcan as VERONICA and the HEATHERS stroll by outside. VERONICA pauses to peer in at the JAMES DEANESQUE GUY.

(Description and Direction)

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of SP

left margin 1.2"-1.6"

HEATHER MCNAMARA

God Veronica, drool much? His name's Jason Dean. He's in my American History. (Character Name in CAPS, centred)

VERONICA

Give me the clipboard.

Courier New 10/12 point Font

As VERONICA walks off, HEATHER MCNAMARA oinks out some amusing sexual noises.

CAFETERIA/JASON DEAN'S TABLE

(Camera Subject/Point of View)

VERONICA saunters to JASON DEAN.

(Direction- Movement)

(right margin .5-1")

VERONICA

Hello Jason Dean.

JASON

Greetings and salutations. Call me J.D. Are you a Heather?

VERONICA

No, a Veronica. Sawyer. This may seem like a stupid question....

J.D.

There are no stupid questions.

VERONICA

If you inherit five million dollars the same day aliens tell the earth they're blowing us up in two days, what would you do?

J.D.

(suavely)

That's the stupidest question I've ever heard.

(Direction- emotion or body language)

JOCKS' TABLE

The JOCKS witness VERONICA and J.D.

RAM

Who does that new kid think he is with that coat? Bo Diddley?

KURT

Veronica is into his act. No doubt.

RAM

Let's kick his ass.

KURT

Shit, we're seniors, Ram. Too old for that crap. Let's give him a scare though.

J.D.'S TABLE

An intrigued J.D. laconically answers the question.

J.D.

Probably just row on out to the middle of a lake. Bring along my sax, some tequila, and some Bach.

VERONICA

How very.

HEATHER CHANDLER breaks VERONICA's daze of admiration.

HEATHER CHANDLER

Come on.

VERONICA (to J.D.)

Later.

J.D.

Definitely.

KURT and RAM move into the exiting VERONICA's place. RAM sticks his finger through a piece of pie on J.D.'s plate.

RAM

You going to eat this?

KURT

What did your <u>boyfriend</u> say when you told him you were moving to Sherwood, Ohio?

RAM

Answer him dick!

KURT

Hey Ram, doesn't this cafeteria have a No Fags Allowed Rule?

J.D.

It seems to have an open door policy for assholes though, doesn't it?

KURT

What did you say dickweed?

J.D.

I'll repeat myself.

J.D. gracefully stands, reaches into his coat, and pulls out a .357 Magnum. He fires twice at the viewer.

Much more detailed screenplay formatting info at: screenwriting.info