

Pre-show / Post-show Stage Manager Check List

<u>Pre-show list</u>	Tech	Dress	Perf 1 Thurs.	Perf 2 Friday	Perf 3 Sat.
Stage:					
Soft goods up					
General clean-up: tools away, etc					
Sweep Stage					NA
Tech towels - do we have any?					
Props & Curtains & Sets Preset					
Ice					
Check first aid kit					
Mop Stage area (stage after Dimmer check!!!)					
Soft goods OK - tracked right?					
Check spikes					
Gels pre-set					
Power-up Glow Tape					
Electrics:					
Dimmers and board on					
Per-heat cue up (all lights @10%)					
House lights set up and on					
Dimmer/channel check					
Blackout Check -right before house open					
Sound:					
Speakers plugged in					
Main Power ON					
All amps ON					
Speaker <u>check & Qued Up, at level</u>					
Stage Manager:					
Dimmer check					
Check in w/ house manager					
<u>Post-show list</u>					
Stage:					
Mop & Sweep (if needed)					
Gels back in folders, in filing					Strike

