Please turn in 1 stage diagram for each stage shift to the Production Crew mailbox the day prior to performance date.

*For optimal recording, arrive 45 minutes prior to the performance for a sound check.*

STAGE DIAGRAM FOR: ________________________________

DATE OF PERFORMANCE: ________________________________

House will open no later than 15 minutes prior to the performance and 20 if a large crowd is expected.

I WILL BE RESPONSIBLE FOR MY OWN SHIFT(S) _____________

Please use the following symbols:

Chair = X  Stool = O  Stand =  Bench =  

Please check which you will be using:

PIANO
1925 ___  Steinway___  Harpsichord___

LID
Tall Stick ___  Short Stick___  Tall Block___  Short Block___  Closed___  No Lid___

ORGAN LIGHT
On___  Off___

Special Equipment: (CD player, Playback, etc.) ____________________________________________________

To indicate the position of objects relative to the brass center-stage mark:

Date Received_________ Initials__________

example: piano & stand