

# Macbeth 3

## SM RUN SHEET

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### PRE-SHOW

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- 5:30 pm
- Arrive at theatre
    - Turn work lights on
    - Turn on loud and quiet air conditioning
  - Check that house right and house left doors are unlocked
  - Go to booth:
    - Turn on light board
- 5:45 pm
- Stage Open
- 6:00 pm
- Actor Call Time – check sign in sheet – see if anyone is missing
  - Check in with ASM to make sure stage is set for fight call
- 6:15 pm
- Fight Call: Macbeth + Macduff
  - ASM move all props/set pieces to TOS placement
- 6:30 pm
- Announce Actor Half Hour in dressing room
- 6:35 pm
- Go into Lights 11 and Sound 10 (pre-show music) GO
- 6:45 pm
- Close stage
  - Double check ASM preset list + pre/post show checklist
  - Turn off loud air conditioner
- 6:49 pm
- House Open
  - Open door to house
- 6:52 pm
- Ask ASM to call 5 minutes to places
- 6:57 pm
- Ask ASM to call places
- 7:00 pm
- Begin show (or receive “house is closed” from house manager)
    - Top of Show places:
      - CS: Macbeth on tire
      - SL: Witch, entering with lights
      - SR: Satan, in can

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## SM RUN SHEET

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### POST-SHOW

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7:10 pm

- Announce house is closed
- When audience has cleared, turn on work lights
  
- Check house for trash
- Bring Lisa script, water bottle, and towel from stage
  
- Go to booth:
  - Go into Lights 10 (blackout) and turn off light board
  - Turn off computer
  - Turn off sound board (and speakers)
  - Turn off Motu
  
- Return white lights to production office, put on Ben's desk
  
- Collect stuff from booth, turn off air conditioning, turn out lights