**FROZEN**

**Crew Information**

**SCHEDULE**

1. Everyone must attend one run through of the show before tech

Monday November 2 6:30 pm

Thursday November 5 6:30 pm

Friday November 6 6:30 pm

 Please let the stage manager know ahead of time which day you are planning to attend!

1. Everyone must attend all technical rehearsals and performances. You will also need to stay after the show for photo call and strike

Tech Rehearsals

Sunday November 8 4:00 pm

Monday November 9 5:45 pm

Tuesday November 10 5:45 pm

Performances

Wednesday November 11 6:00 pm

Thursday November 12 6:00 pm

Friday November 13 6:00 pm

Saturday November 14 6:00 pm NOTE: photo call after this performance

Sunday November 15 12:00 noon NOTE: strike after this performance

**IMPORTANT GUIDELINES**

* Due to the nature of this show, you will be “onstage” most of the time and visible to the audience
* You will need to wear all black clothing for tech and the performance dates
	+ Black long-sleeve shirt or sweatshirt with no logo or writing
	+ Black jeans or pants with no stripe or other details
	+ Black socks
	+ Black shoes with quiet soles (all black if possible)
* The times listed above are the times you will need to start your duties- plan to arrive early so you can put away your stuff and be ready to go
* Sign in as soon as you arrive
* There is no food or drink backstage or in the theatre except for water in a spill tight container. You may eat in the Green Room.
* Report any problems or potential problems to the ASM or the SM.
* If for any reason you are expecting to be late you need to call one of the Assistant Stage Managers

**CONTACT INFORMATION**

Laurie Kincman, Stage Manager Jolyn Sherman, ASM Kristi Sherwin, ASM

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