

Useful information

About the venue:

- This performance will take place in Silk Street Theatre.
- Cast Dressing rooms are on level 2.
- ASM / Crew Dressing rooms are located on -2.
- The pit is on -2.
- Quick change areas are located in both the stage right and left wing.

About the performance:

- The performance will start at 7:30pm or 2pm
- The performance will run on average - 2 hours and 30 mins.
- There will be a 20 minute interval.

About role:

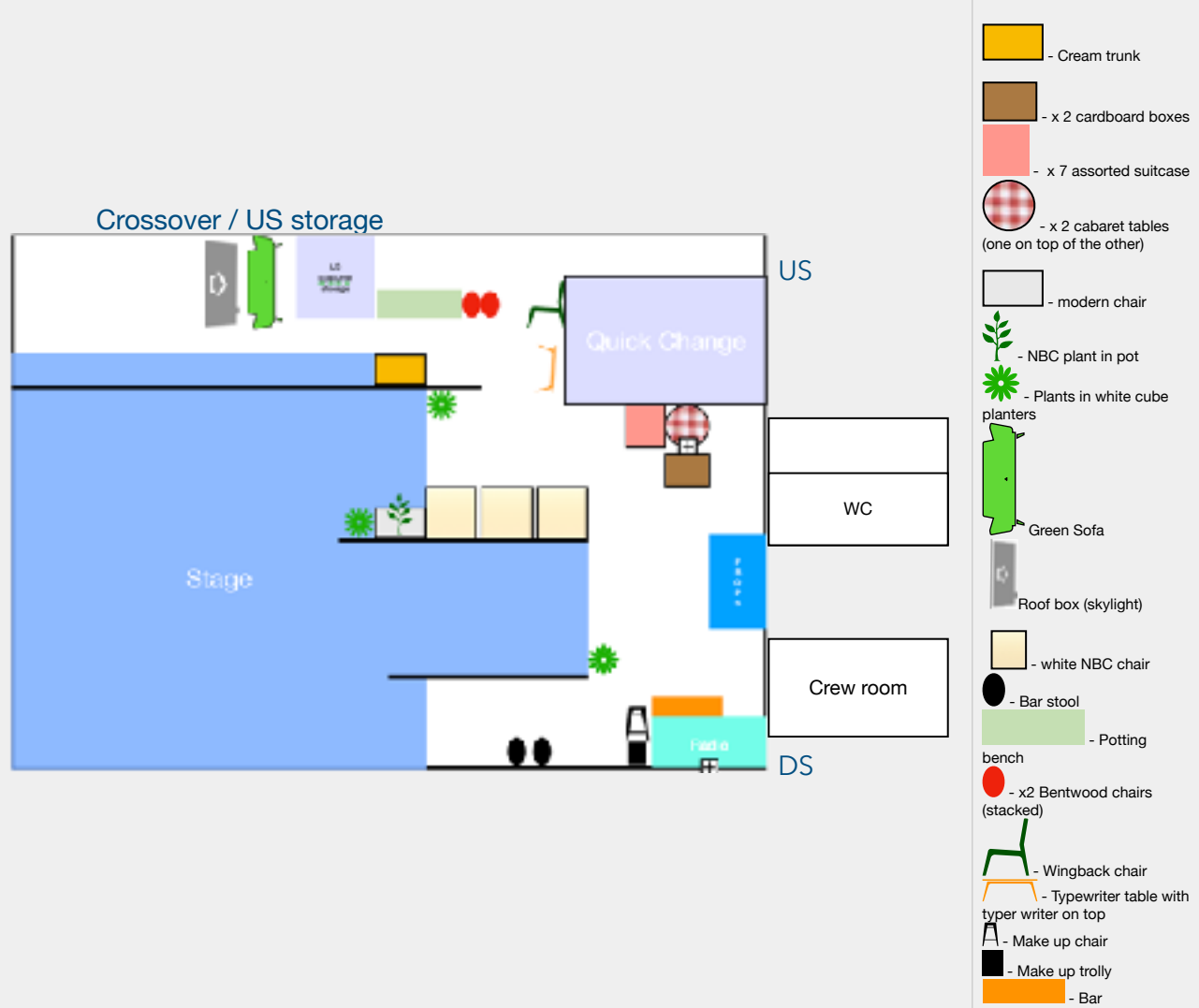
- This information is for one of the Stage Left ASMs.
- This roll must be performed in costume.
- There will be 4 costume changes. The same costume shoes are to be worn through out.
- A torch is required
- Comms are required, however cannot be worn when on stage.
- Comms can be collected in the stage left crew room.

Key:

- SL ASM specifics actions.

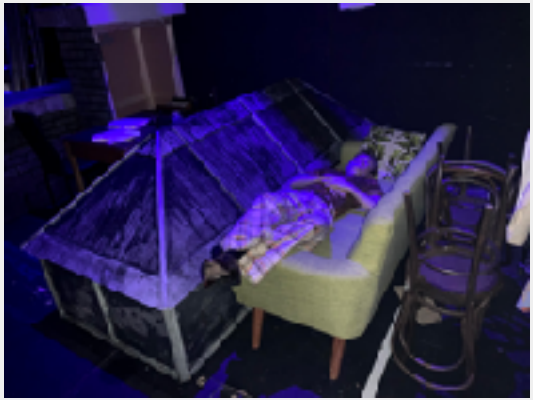


Diagram of LS wing and cross Over





Key:









Call Timings				
Timing		Action	Postion	Notes
12:00	17:30	Pre-Set Wings	Wings	
12:40	18:10	Into Costume	-2 dressing room	70's blue and white jumpsuit
13:00	18:30	Sweep / Mop / On -Stage Pre-Set		
13:20	18:50	Shoutcheck		
13:30	19:00	Tea		
13:40	19:10	Fire Drill with FOH		
13:45	19:15	House Open		
13:55	19:25	Beginners		
14:00	19:30	Performance Begins		
16:30	22:00	Performance Ends - Out of Costume		
13:45	22:15	Call to End		

ACT I SETTINGS

Item	Postion	Notes
Personal Costume in Crossover		
60s yellow dress	On rails in cross	
Purple petticoat	On rails in cross	
Gold 60s evening dress	On rails in cross	
Check other SL ASM has costumes set	-	-
Crossover		
x 1 Rooftop box	Crossover	
x 1 Sofa	Crossover	
x 4 bentwood chairs	Crossover	
x 1 Potting bench	Crossover	
x 1 Wing back chair	Crossover	

Stage left - US		
x 1 planter with plant covered with black masking	USL ent on deck	
x 1 planter with plant	USL ent on deck	
x 1 NCB plant	Up USL on desk	
x 1 Mordern chair	USL on deck	
x 1 Cream Trunk	Up USL on desk	
Typewriter table	US	
Stage left - MS		

x 1 planter with plant covered with black masking	MSL ent next to deck	
x 3 big white leather chairs	MSL wing	
x 1 square coffee table	MSL wing On seat of a white chair	
Bar	MSL Wing	
<p>Bar dressing</p> <p>Bottom shelf:</p> <p>x 2 empty champagne bottles</p> <p>x 1 champagne bottle half filled with water</p> <p>Middle shelf:</p> <p>x 2 champagne glasses</p> <p>x 2 white towel cloths</p> <p>Top shelf:</p> <p>Assorted black tacked bar dressing</p> <p>Bar top:</p> <p>x 1 silver tray (empty)</p> <p>x 1 silver tray (set with champagne glasses)</p> <p>x 1 tray (set with champagne glasses)</p> <p>x champagne glasses</p>	On bar MSL wing	
x 2 cabaret tables with table clothes	MSL Wing by quick change	
x 3 cardboard boxes	MSL Wing by quick change	

x 7 suitcase		
Stage left - DS		
Bar stools	DSL ent	
x 1 make up trolley	DSL wing	
x 1 make up stool	DSL Wing	
Stage left - Props Tables		
x 1 newspaper		
x 1 house numbers		
x 1 Charlies glasses		
x 1 Charlies glasses		
x 1 Joes e Cigar		Check to see if charged
x 3 tall cut glass glasses		
x 1 clipboard with papers		
x 2 scripts		
x 1 rose		
x 1 comms head set		Ensure Cable is coiled
x 1 short cut glass with water		
x 1 short cut glass		
x 1 drinks bill		

x 1 just married sign with 8 tin cans tied on		Check tin are untangled
x 1 stack of dollar bills		
x 4 fabric swatches		
x 2 piles of papers		
Pile of white clothes		
Small Pile of manuscripts paper		
x 1 Folded contact		
x 1 brief case		
x 1 American football		
x 1 Gussies handbag		
Stage		
Item	Postion	Notes
Auditorium	FOH	- Check is clear - gates unlocked at top of stairs
Stage	-	Brushed and mopped
NCB sign	USC	Set behind blue cloth
x 6 Rails	US	Lights plugged in
Upright Piano	DSR/C	Keys facing DS, Music set on piano
Brown Paino Stool	DSR/C	In front piano
Masking on piano and planters in wings	SL + SR wing	
Rigging store lights off	SL wing	
Mid stage Blue Cloth	US + IN	
Mid stage soft masking	MS + IN	
Mid stage truss (portal)	MS + OUT	Ensure it is in front of hard masking SL + SR
Projector	DS + IN	Projection focused onto screen
Rope Lights on	DS by pit	
Walk round stage going from SL to SR doing final checks - look at masking, any rogue spike marks, etc		

Shout Check														
Item	D1	D2	D3	D4	P1	P2	P3	P4	P5	P6	P7	P8	P9	P10
Personal Costume in Crossover														
60s yellow dress														
Purple petticoat														
Gold 60s evening dress														
Check other SL ASM costumes set														
Crossover														
x 1 Rooftop box														
x 1 Sofa														
x 4 bentwood chairs														
x 1 Potting bench														
x 1 Wing back chair														
Stage left - US														
x 1 planter with plant covered with black masking														
x 1 planter with plant														
x 1 NCB plant														
x 1 Mordern chair														
x 1 Cream Trunk														
x 1 Typewriter table														
Stage left - MS														
x 1 planter with plant covered with black masking														
x 3 big white leather chairs														
x 1 square coffee table														
x 1 Bar														
Bar dressing Bottom shelf: x 2 empty champagne bottles x 1 champagne bottle half filled with water														
Middle shelf: x 2 champragne glasses x 2 white towel cloths														

Top shelf: Assorted black tacked bar dressing														
Bar top: x 1 sliver tray (empty) x 1 sliver tray (set with champagne glasses) x 1 tray (set with champagne glasses) x champagne glasses														
x 2 cabaret tables with table clothes														
x 3 cardboard boxes														
x 7 suitcase														
Stage left - DS														
Bar stools														
x 1 make up trolley														
x 1 make up stool														
Stage left - Props Tables														
x 1 newspaper														
x 1 house numbers														
x 1 Charlies glasses														
x 1 Charlies glasses														
x 1 Joes e Cigar														
x 3 tall cut glass glasses														
x 1 clipboard with papers														
x 2 scripts														
x 1 rose														
x 1 comms head set														
x 1 short cut glass with water														
x 1 short cut glass														
x 1 drinks bill														
x 1 just married sign with 8 tin cans tied on														
x 1 stack of dollar bills														
x 4 fabric swatches														

x 2 piles of papers														
Pile of white clothes														
Pile of manuscripts paper														
Folded contact														
x 1 brief case														
x 1 American football														
x 1 Gussies handbag														
Stage														
Item														
Auditorium														
Stage														
NCB sign														
x 6 Rails														
Upright Paino														
Brown Paino Stool														
Masking on piano and planters in wings														
Rigging store lights off														
Mid stage Blue Cloth														
Mid stage soft masking														
Mid stage truss (portal)														
Projector														
Rope Lights														
Walk round stage going from SL to SR doing final checks														

Act I - Stage Left Beginners				
Name	Notes	Name	Notes	
Elena		Laurel		
Chloe		Joe P		
Joe Part		Deck		
Kalungi		Mirren		
Issy		Harvey		
ACT I				
Timing	Scene/ Song	Action	Postion	Notes
Overture				
0.03.00	Overture	Ensure centre stage left to receive paino	CSL	
Mini Transition - Overture into Merrily				
0.03.10	Mini Transition	Receive upright piano coming off CSL with Eli (SL ASM)	CSL	<ul style="list-style-type: none"> - Pull piano off to end of deck - Tuck piano US to kick rail on deck - Take off piano stool & place under props table
Merrily We Roll Along				
		ENT SL: Elena Julia Joe Pot Kalungi Laurel Nick Uri	SL	Ent various entrances
0.08.00	Merrily We Roll Along	Ready for Transition 1	SL Wing	<p>Check DSL ent is set:</p> <ul style="list-style-type: none"> - x 2 bar stools <p>Set in CSL ent:</p> <ul style="list-style-type: none"> - x 1 planter with serge on top [Set against the DS masking and as on stage as possible while stilling being masked.] - Check bar is set by 2 crew [Set against the DS masking, behind plant pot] - Check bar dressing: <ul style="list-style-type: none"> - x 16 champagne glasses on bar - x 3 trays - x 2 champagne glasses under bar - x 2 empty and open champagne bottles - x 1 champagne bottle half filled with water - x 1 white cleaning cloth <p>Set in USL ent:</p> <ul style="list-style-type: none"> - x 2 planters [Set against the DS masking]
Transition 1 - Merrily into That Frank				

		ENT CSL: Nick - pushing Planter	CSL	Rose (crew) to remove surge
	Transition 1	ENT USL: Dec - Planter Harvey - Planter	USL	
		ENT DSL: Uri - x 2 Bar Stools	DSL	
		ENT CSL: Lydia & Laurel - pushing bar	CSL	
That Frank				
0.19.30	That Frank	Ready for Transition 2	SL Wing	<p>Set DSL ent:</p> <ul style="list-style-type: none"> - Make up chair - Make up trolley <p>Check CSL ent:</p> <ul style="list-style-type: none"> - x 3 white Interview chairs - set on deck (set by will - crew) - x 1 coffee table - set on the most on stage interview chair (set by will - crew) <p>Set USL ent:</p> <ul style="list-style-type: none"> - x 1 black news desk chair with papers set on set next to deck <p>Check USL ent:</p> <ul style="list-style-type: none"> - NBC plant is set on deck (set by rose - crew) - NBC sign is set on stage <p>Check SL props table:</p> <ul style="list-style-type: none"> - x 3 glasses - x 1 jug half filled with water - x 1 cut glass half filled with water
		ENT USL : Uri	USL	
		EXT USL : Elena & Jordan	USL	
		ENT USL : Elena & Jordan - newspaper & house numbers	USL	
		EXT USL : Uri & Julia	USL	
		ENT USL : Uri	USL	
		EXT USL : Uri	USL	
		EXT USL : Lydia	USL	
		EXT USL : Uri	SL	
		ENT DSL : Uri & Lydia	DSL	
Transition 2 - That Frank into NBC Studios				
		ENT CSL : Sophie (SL ASM)	CSL	<ul style="list-style-type: none"> - Ent on "What was the moment" - Go to US edge of bar

0.38.00	Transition 2	EXT CSL: Sophie & Jordan - Take off Bar with Jordan	CSL	- Push bar off with Jordan CSL - Wait till NBC chairs are on stage before moving into wing
		Take on NBC Sign: Eli (SL ASM) & Jordan	USL	
		EXT SL: Planter people ???		
		EXT DSL: Naomi & Laurel - x 2 garden chairs	DSL	
		EXT DSL: Kalungi - x 2 bar stools	DSL	
		ENT DSL : Uri - Make up stool	DSL	
		ENT DSL : Mirren - Make trolley	DSL	
		ENT CSL : Joe Part, Wyatt, Uri - pushing x3 interview chairs / coffee table on	CSL	
		ENT USL : Kalungi - news desk chair	USL ??	
		EXT SL: Brandon, Jordan, Joe Part, Wyatt	SL	
		ENT DSL : Joe Pot	DSL	
NBC Studios				
	NBC Studios	Pre-set: Kalungi & Naomi - sitting at news desk. Joe Pot & Mirren - at make up station.	On stage	
		ENT DSL : Julia & Uri - comms headset	DSL	Uri - wears comms throughout scene
		EXT DSL: Uri	DSL	
		ENT DSL : Uri - cut glass tumblr of water	DSL	
		EXT DSL: Mirren	DSL	
	Old Friends	ENT USL : Laurel	DSL	
		ENT DSL : Oli - black wallet	DSL	
		ENT DSL : Uri	DSL	
		ENT DSL : Issy - purse with dollar bills	DSL	
		ENT DSL : Mirren	DSL	
		EXT DSL: Uri	DSL	
		ENT CSL : Uri - clipboard, script, x3 microphones	CSL	

Start of singing - Old Friends 0.40.00	Old Friends	Ready for Transition 3	SL Wing	Set USL : - Trunk on most US desk - x 2 boxes - x 3 Suitcases - Modern chair on deck CSL : - Check Bar moved into wing by Will and Ophire (Crew) - Set x 1 box - x 3 suitcases - big brown, Set DSL : - x 2 suitcases - blue stripy & big green
		Change into 60s costume	US Cross Over	Yellow dress, no petty coat.
	Old Friends	ENT DSL : Nick	DSL	
		EXT DSL: Julia	DSL?	
		EXT DSL: Nick & Issy	DSL	
		EXT DSL: Mirren - makeup trolley	DSL	
		EXT DSL: Laurel	DSL	
	NBC Studios	ENT DSL : Issy & Julia	DSL	
		EXT DSL: Issy & Oli	DSL	
Transition 3 - NBC Studio into Park West Apartment				
1.00.40	Transition 3	ENT USL: Sophie (SL ASM) & Will (Crew) - remove NBC screen, Uri, Eli (SL ASM),	USL	Remove NBC Screen: - Take DS edge of screen - Lift at same time as Will - Swing edge US - once Brandon has ext USL and ext USL
		ENT SL - ensamble	SL	Various entrances
		EXT USL: Brandon - NBC plant	USL	
Follow on		EXT USL: Sophie & Will - NBC screen	USL	Place screen in USL wing against DS masking.
		EXT CSL: Jordan - coffee table, Joe Part - chair, Eli - chair, Uri - chair	CSL	
Follow on		SPOT FLYING USL	USL	Spot window flying in USL
		ENT SL: Elena - suitcase, Mirren - suitcase	SL	
		ENT USL: Chloe - box, Jordan - box, Brandon - suitcase, Lydia - modern chair	USL	
		ENT DSL: Naomi - x 2 suitcases,	DSL	
		ENT USL: Joe Part & Wyatt - Trunk	USL	

		EXT SL: Joe Part, Elena, Wyatt, Harvey, Lydia, Brandon, Chloe, Mirren	SL	
		ENT CSL: Oli	CSL	
Park West Apartment				
	Park West Apartment	ENT CSL: Joe Pot & Julia	CSL	
	After Old Freinds	ENT CSL: Issy - handbag Nick	CSL	
		EXT CSL: Julia - open champagne bottle	CSL	
	Growing up	ENT CSL: Issy	CSL	
Transition 4 - Park West Apartment into Courthouse				
		ENT SL: Joe Part, Elena, Harvey, Naomi, Brandon, Chloe, Lydia	SL	
	Transition 4	EXT USL: Dec - x 2 boxes, Erica - x 1 box, Chloe - x 1 box, Naomi - x 2 cases,	USL	
		EXT CSL: Lydia - chair Jordan - x 1 box Kalungi - hat box	CSL	Will (crew) to spot Lydia coming off backwards CSL
Courthouse				
		ENT USL: Issy & Nick	USL	
		ENT USL: Jordan - briefcase, Elena, Wyatt, Joe Pot, Julia	USL	
	Courthouse	EXT CSL: Laurel & Matt - camera	CSL	
		ENT USL: Oli	USL	
		ENT USL: Erica & Dec	USL	
1:06.00	Not A Day Goes By	Organise suitcases for end of scene	SL Wing	USL: small cream, blue with strips and green suitcase CSL: Brown suitcase DSL: Big cream suitcase
Follow on		Change into 60s evening costume	US Cross Over	Short gold dress
	Courthouse	EXT DSL: Erica	DSL	
		EXT DSL: Matt - camera	DSL	
		ENT SL: Brandon, Kalungi, Chloe, Joe Part	SL	
	Now you know	EXT SL: Lydia, Naomi, Joe Part, Chloe, Uri		
		ENT SL: Chloe, Naomi, Joe Part, Lydia, Uri	SL	All with cases

INTERVAL

INTERVAL			
Timing	Action	Postion	Notes
10 mins	Reorganise Wing for Act II	SL Wing	<ol style="list-style-type: none"> 1. Wait to clearance from the SM to clear stage 2. Clear stage of all suitcases - reset cases for top of the show. 3. Move upright piano for SL to SR 4. Move potting bench from US storage to DSL 5. Set pluck-able plant (leaf) into potting bench 6. Set x 2 cabaret tables with table cloths in wing in front of bar with x 4 bentwood chairs 7. Move green sofa into CSL Ent from US storage, with back against US masking - E-cig set on seat. 8. Move roof box into USL wing 9. Up USL Set Wingback chair with blanket over back onto dec and papers on seat
	Check Stage is set	Stage	

Act II - Stage Checks

Item	Postion	Notes
Stage	-	Clear of furniture and props
Footlights	CS	On spikes. Working, with wire coming off SR
Midstage truss	IN	
Mid stage Soft Masking	-	
Midstage Blue	IN	
Musical Husbands Sign	IN	Lights on edges working
Plants	Hung & Out	
Masking in wings	SL & SR	Covering views into wings
Up right paino	SR wing	As far off as possible in SR wing

Timing	Action	Postion	Notes
10 mins	Check in With SL and SR are set	-	Over comms
	Let the DSM & SM stage is set	-	Over comms
	Get clearance from abi FOH to take out the iron	-	Over comms
	Ask for workers out	-	Over comms
	Ask for the iron to go out	-	Over comms
15 mins	Final checks of wing & beginners	SL	BEGINNERS CALL

ACT II

Act II - Stage Left Beginners				
Name		Notes		
Harvey		Top Hat and gloves		
Jordan		Top Hat and gloves		
Nick		Behind Gauze		
Act II				
Timing	Scene/ Song	Action	Postion	Notes
	Gussie's Opening Number	ENT USL: Harvey	USL	
		ENT USL: Dec	USL	
		EXT USL: Dec & Brandon	USL	Dec - to quick change
		EXT USL: Issy	USL	
Stage Door				
0.03.0	Stage Door	SPOT Stage Door flat flying in	IN	
Follow on		Steady Stage Door flat	CSL	- Open out the flats brace - Stay behind stage door flat throughout scene to help steady flat
		ENT CSL: Joe	CSL	
		EXT DSL: Erica	DSL	
		ENT DSL: Erica, Chloe, Dec	DSL	Dec - end of quick change
		EXT CSL: Joe	CSL	
		ENT CSL: Joe	CSL	
		ENT USL: Issy	USL	
Follow on		Close brace on door.		[Cue: Oli plays applause DS of Stage door one last time]
Follow on		Check door is firmly closed Give "Door clear to fly" over comms		[Cue: EXT USR: Oli]
Transition 5 Stage Door into The Blob				
	Transition 5	ENT SL: Mirren, Elena, Brandon, Jordan, Harvey, Joe Part	SL	Various ents
		EXT CSL: Elena and Lydia	CSL	
		ENT SL: Elena and Lydia - pushing green sofa	CSL	

Act II				
Timing	Scene/ Song	Action	Position	Notes
0.15.0		Set Potting bench DSL with Eli	DSL	[Cue: ENT DSL : 'some roads are breezy']
0.15.0		EXT DSL: Eli & Sophie	DSL	
The Blob				
		ENT CSL: Oli - manuscript in jacket pocket & Beth	CSL	
	The Blob Part 1	ENT CSL: Joe Pot - Pasterises in jacket pockets	CSL	
		ENT SL: Issy?	SL	
	The Blob Part 2	EXT USL: Joe Pot	USL	
		ENT CSL: Julia	CSL	
		EXT USL: Julia	USL	
		ENT USL: Julia & Joe Pot	USL	
0.19.0	The Blob Part 3	Ready for Transition 6	SL Wing	<ul style="list-style-type: none"> - Set American football USL - Check just married sign is set USL - Check cabaret tables in CSL wing
		EXT USL: Dec & Chloe	USL	Chloe & Dec - To Quick Change
	The Blob Part 4	EXT CSL: Joe, Oli, Julia, Erica	CSL	
Transition 6 The Blob into The Down Town Club				
		EXT CSL: Uri & Jordan	CSL	
0.30.0		Remove DSL potting bench with Eli	DSL	[Cue: ENT DSL 'some roads are easy, some roads are breezy']
	Transition 6	EXT DSL: Eli & Sophie - potting bench		
		ENT CSL: Uri & Jordan - x 2 cabaret table, x 2 chairs	CSL	
		ENT CSL: Joe Part & Kalungi - x 2 cabaret table, x 2 chairs	CSL	
The Down Town Club				
	Bobbie & Jackie & Jack	ENT CSL: Chloe - wedding rings & Dec - dollar bills	CSL	
		ENT USL: Oli, Joe Pot, Erica	USL	
		EXT USL: Joe	USL	
		ENT USL: Joe Pot - just married sign	USL	

Act II				
Timing	Scene/ Song	Action	Postion	Notes
	The Down Town Club	ENT MSL: Wyatt - contact & bill	MSL	
		EXT CSL: Wyatt	CSL	
		EXT CSL: Nick & Issy	CSL	
		ENT CSL: Wyatt	CSL	
Transition 7 The Down Town Club into Opening Doors				
0.40.0	Transition 7	Remove Microphone USL	USL	[ENT USL Cue:]
		ENT SL		
		EXT SL		
		EXT SL: Joe Part & Mirren		
		ENT SL		
		ENT SL		
		EXT SL		
Opening Doors				
	Opening Doors	Preset: Oli - at piano, Joe - at SL typewriter, Julia - at SR typewriter		
0.50.0		Ready for Transition 8	SL Wing	- Move sofa and cabaret tables to US storage - Set roof box on CSL dec
		ENT SL		
		EXT SL		
		ENT SL		
Transition 8 Opening Doors into Roof Top				
	Transition 8	ENT SL		
		ENT SL		
		ENT CSL: Uri & Eli	CSL	
		EXT USL: Uri & Eli - typewriter SL typewriter table	USL	
		EXT USL: Mirren - wingback chair	USL	
		ENT CSL: Laurel, Nick, Wyatt, Lydia - push on roofbox	CSL	
		EXT DSL: Erica, Dec	DSL	
Roof Top				



Merrily We Roll Along

Running and Settings

V6 - 03.07.19
FINAL

Act II				
Timing	Scene/ Song	Action	Postion	Notes
0.58.0	Rooftop	ENT CSL: Oli - with script		Hand Oli Script coming out of quick change SL
Blackout into bows				
	Blackout	EXT SL Full Company	SL	Various ents
1.00.0		Remove Roofbox with Eli		[ENT CSL - Cue: Blackout] Push off CSL

Post Show		
Action	Postion	Notes
Put comms on charge	Crew room	
Tidy wing	SL wing	
Chuck out any remaining liquids in bottles or glasses	SL/SR Wing	
Out of costume	-2 dressing room	Give anything for washing to costume.