

Fen - Technical

Load-out Calendar
Updated 4/22/20 - V1

LOAD OUT SCHEDULE

SUNDAY	Scenery				Rigging	Lighting	Sound
11/24	Team 1	Team 2	Dirt/ Cont. Wall	Transport	Remove Gal. Pipes - Jim Beam - Becca - Meredith - Grace - Miles	Strike Deck	Strike Cable
9a-10a	16' Mirror Walls - Hannah - Connor - Erin - Isreal	12' Mirror Walls - Kyle - Erica - Tyler - Isaac	Misc. - Railing reinstalled - Chairs Away - Carpeting away - Clothesline Down - Uncover all plugs - Celia - Honor - Daniella - 3 Paint Deck ppl	Prep Work - Chris - 4 Paint Deck ppl			
10a-11a				Mirrors Flats Misc.			
			Remove US Corner of Cont. Wall ASAP				
11a-12p	Dirt - Kyle - Erica - Chris - Isreal - Tyler - Isaac - 7 Props - 4 Paint Deck	Dirt	Remove LX Trough - Add Connor	Dirt	Add Hannah & Erin	Strike Gallery / Grid	Clean Booth
12p-1p			Cont. Misc Projects		Grid Restore		
1p-2p	Lunch					EOD	EOD
2p-3p	Dirt	Dirt	Dirt	Dirt	Grid Restore		
3p-4p							
4p-5p				Returns	Dirt		
5p-6p					Clean-Up		

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Team-

- Hannah, Connor, Erin, Isreal

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16' Mirror Wall	Notes
Fly in	
Remove weight	
Remove Back masking	Save the commando cloth / put in D trap with other roll
Cut picks @ Bottom	
Shift Unit onstage 2 ft	So you can get around it
Unscrew crossbracing & hogs trough	
Unscrew Bottom flat from surrounding flats	Have to find all the points
Unbolt the bottom Flat from surrounding flats	
Flat goes to hallway	
Flat from Hallway goes to dumpster	Transport / Sawsall
Unbolt top flat from surrounding flats	
Set up 4 apple boxes to help catch	
Remove top flat from surrounding flats	
Bring top flat to hallway	
move top flat from hallway to Dumpster	Transport/ Sawsall
Take (unbolt and screw) all top brackets off	Carful of mirrors/ Keep?
place down mirror wall boxes from E shop	
Remove mirrors	
Clearly label and seal mirror boxes	
Bring mirror boxes to hallway	
Bring mirror boxes to D trap	Transport
Unbolt US and DS Frames	
Someone hold the center frames	
Bring US & DS frames to Hallway	
Take all hardware off of frames	Transport/ Rigging
Bring US & DS Frames to Dump	Transport / Sawsall
Unbolt Center frames	
Bring Center frames to hallway	
Bring center frames to dump via D trap	Transport/ Sawsall
Dirt	
Get it all out with the wheel barrows and carts!	

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- Kyle, Erica, Tyler, Isaac

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12' Mirror wall	Notes
Fly in	
Remove weight	
Cut picks @ Bottom	
Shift Unit onstage 2 ft	So you can get around it
Unscrew crossbracing & hogs trough	
Unscrew Bottom flat from surrounding flats	Have to find all the points
Unbolt the bottom Flat from surrounding flats	
Flat goes to hallway	
Flat from Hallway goes to dumpster	Transport
Unbolt top flat from surrounding flats	
Set up 4 apple boxes to help catch	
Remove top flat from surrounding flats	
Bring top flat to hallway	
move top flat from hallway to Dumpster	Transport
Take (unbolt and screw) all top brackets off	Carful of mirrors/ Keep?
place down mirror wall boxes from E shop	
Remove mirrors	
Clearly label and seal mirror boxes	
Bring mirror boxes to hallway	
Bring mirror boxes to D trap	Transport
Unbolt US and DS Frames	
Someone hold the center frames	
Bring US & DS frames to Hallway	
Take all hardware off of frames	Transport/Rigging
Bring US & DS Frames to Dump	Transport
Unbolt Center frames	
Bring Center frames to hallway	
Bring center frames to dump via D trap	Transport
Dirt	
Get it all out with the wheel barrows and carts!	

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- Celia, Honor, Daniella, 3 Paint Deck ppl

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Containment wall/ Misc	Notes
Gallery Railing Reinstalled	Currently in back storage room
Return chain/ Batten clamps to the rigging box	
Return quick links to the railing	
Put chairs on seating units away	Carts in back storage room
Remove carpeting from behind seating unit	Return carpeting to Carpet Hamper
Return Carpet Hamper to Dtrap	
Remove Clothesline from US	
Return Pick/ Batten Clamps/ hardware to Roadbox	
Remove Stabilizing Pipes/ Hardware	Return to Dtrap/ Roadbox
Uncover all plugs from outlets	
Pack fabric pieces together	Store in Storage room/ booth
Unscrew Lags between doorway booms	
ONLY WHEN MIRROR WALLS ARE DOWN	
Remove the Step units offstage of Containment Walls	
Remove USR corner of SR Wall	For wheelbarrows/ Carts to fit through
Store Brackets in Demo cart	
Unscrew LX Trough from ground/ leave for LX to remove LX	
Dirt	
Get it all out with the wheel barrows and carts!	
WHEN MOST IS DIRT OUT	
Remove rest of Containment wall	
Bring to Hallway for transport	
Bring LX trough to Hallway when LX removed	

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- Chris, 4 paint deck ppl

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Transport		Notes
	Grab the two pieces of 3/4 ply from Paint deck for wheel barrows	Bring to outside dirt pile
	Grab carpet hamper from D trap	
	Grab all carts from D Trap	
	Grab Tait Cart from D trap	
	Grab all wheel barrows/ Equipment from D trap	
	Road boxes to Hallway	
	Bring Flats to Dumpster	- Big center ones, through Dtrap - Cut up with Sawsall
	Bring Mirror Boxes to D Trap	Store in safe space
	Bring Containment wall pieces to Dumpster	
	Bring LX Trough to Dumpster	Cut up with sawsall
Dirt		
	Get it all out with the wheel barrows and carts!	