Production Sheet

Please fill out and return to Stage Crew Office TWO weeks before your Dress Rehearsal.

We cannot guarantee stage crew if your recital is held after classes have ended.

You WILL NOT have stage crew if your recital is held during/after Finals week.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Performer’s Name and Instrument:** | | | **Degree** | | |
| **Email:** | **Phone:** | | | | |
| **Date of Event:** | **Time:** | **Date of Dress Rehearsal:** | | | **Time:** |
| **Harp/Harpsichord** | **Location:** | | | | |
| **Piano:** | **Total Stands:** | **Total Chairs:** | | **Other Instruments:** | |

Stage Setup

Draw a basic diagram of the setup for each piece.

If you need more space, use the back of the page.

|  |  |  |
| --- | --- | --- |
| **1.** | **2.** | **3.** |
| **4.** | **5.** | **6.** |