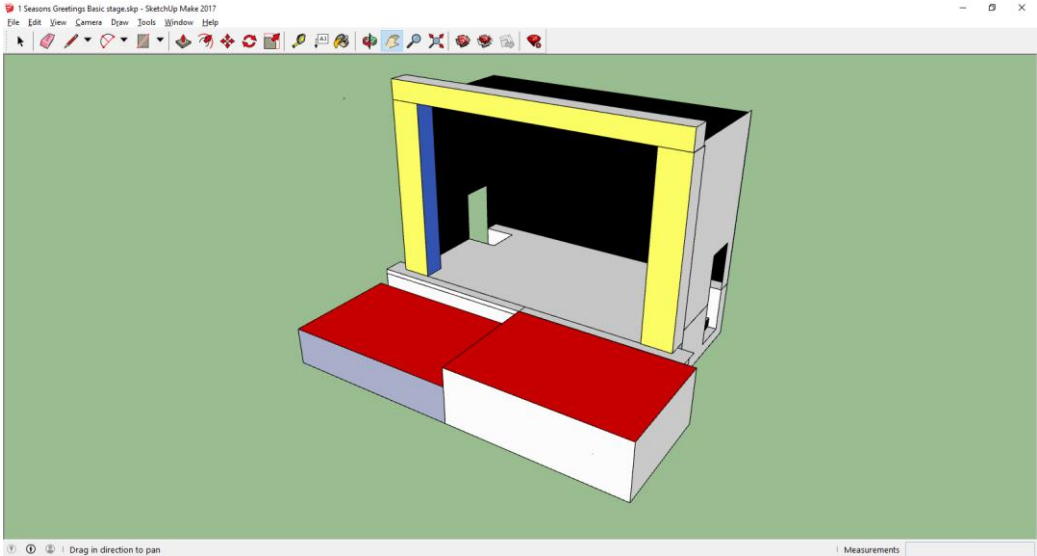
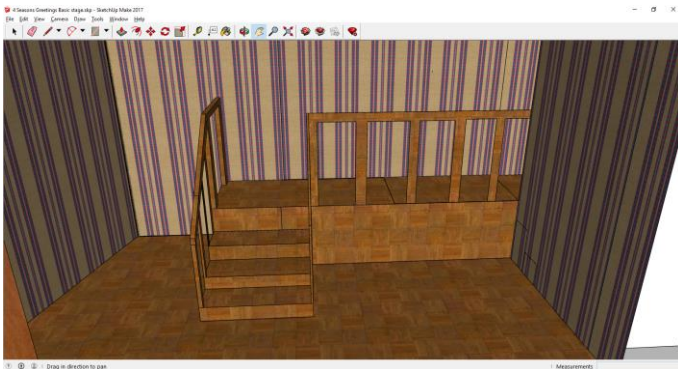


# Seasons Greeting Build Plan

Date	Tasks	Notes
<b>Get In</b> <b>Thursday 23rd Nov</b> <b>From 12pm noon</b>	<p>Get carpets from under stage</p> <ul style="list-style-type: none"> <li>• Main stage carpet for existing hall stage</li> <li>• Black carpet 8'x12' for sitting room</li> <li>• Pieces of carpet for back stage, steps etc</li> </ul> <p>Assemble new stage extension for dining room and sitting room</p> <p>Put down stage carpet on existing hall stage</p> <p>Put down carpets on extension blocks. New piece for dining room is in shed</p> <p>Bring from shed:</p> <ul style="list-style-type: none"> <li>All flats</li> <li>1x Door header flats</li> <li>1x arch for above kitchen door</li> <li>1 x front door</li> <li>1 x fire place</li> <li>Small steps</li> <li>Architrave</li> <li>Skirting board</li> </ul> <p>Put up flats</p> <p>Build stair case and landing</p>	 <p>Two levels of extension for sitting and dining room</p>  <p>Stair case and landing</p>

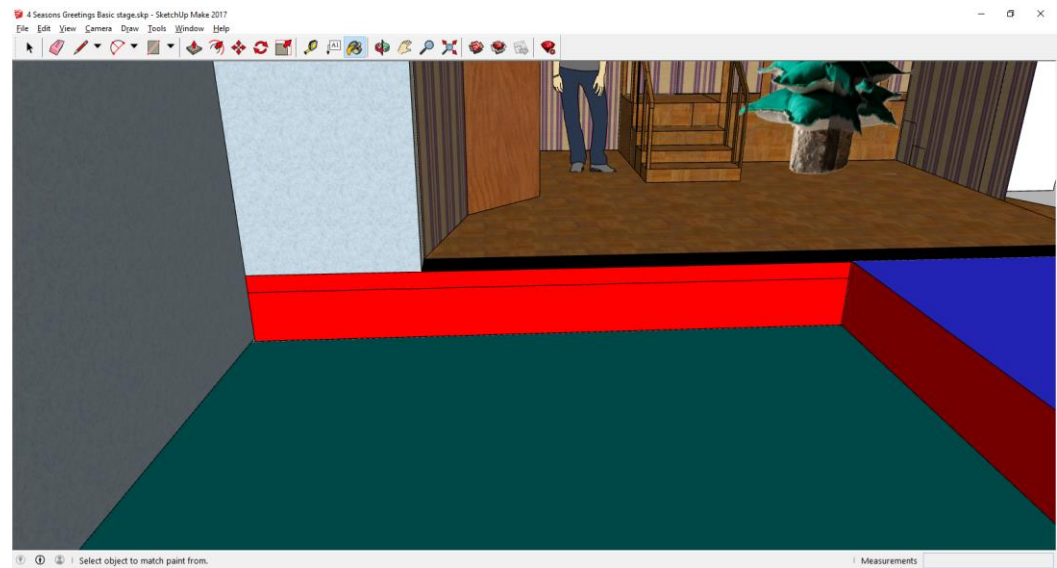
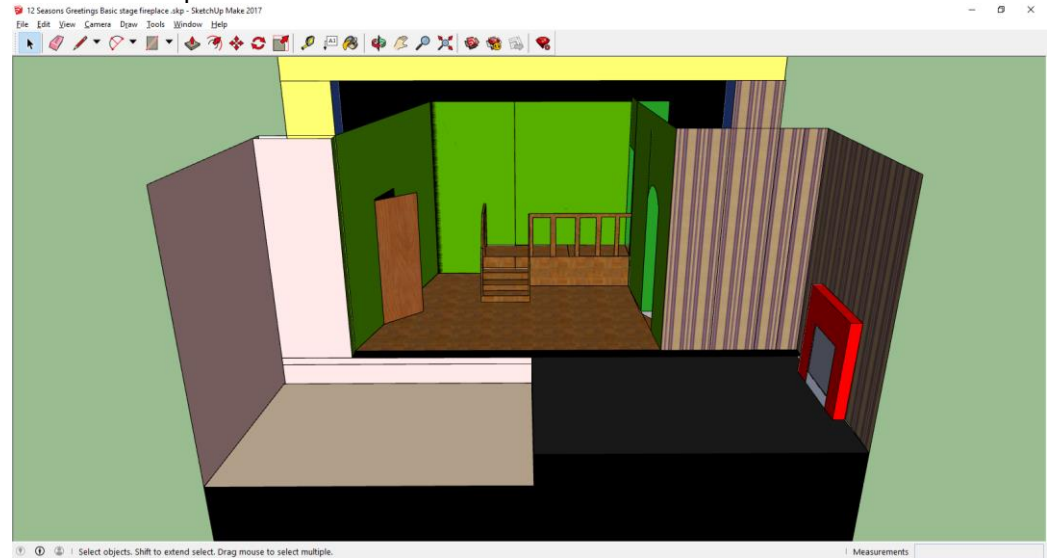
# Seasons Greeting Build Plan

**Friday 24th  
November  
Start 9am**

Complete putting up flats

Dining room: build piece along front of old stage and side of sitting room to cover gap to lower level dining room

Flats and Fire place

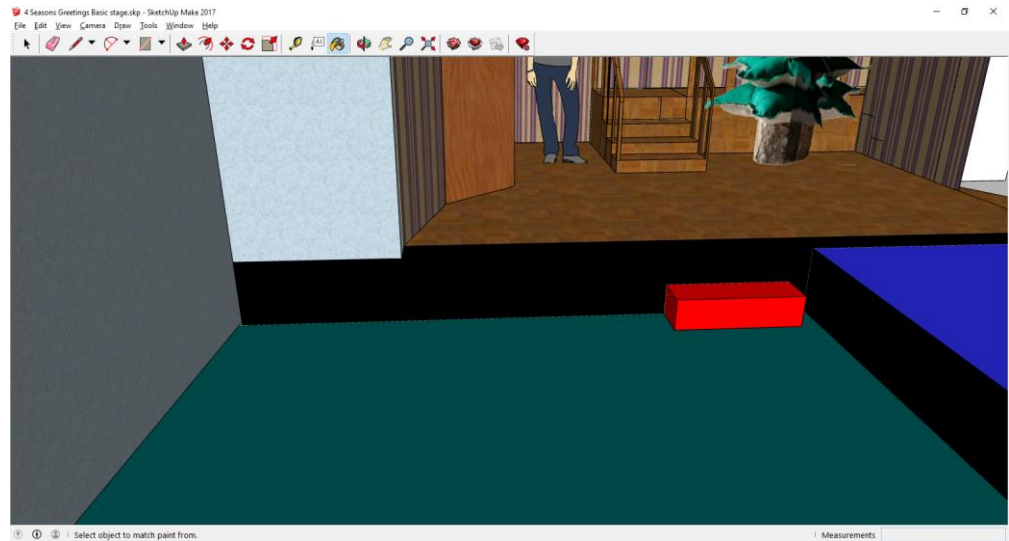


Front and side piece in dining room

## Seasons Greeting Build Plan

**Friday 24th  
November  
Start 9am**

Step from old stage down into  
dining room



Step

Fix doors and architrave

Measure and prepare skirting  
boards (paint if necessary)



Skirting board and architrave

## Seasons Greeting Build Plan

Friday 24th  
November  
Start 9am

**Key Task: Wallpapering –**  
from about lunchtime

3 different wallpapers, one for  
each room

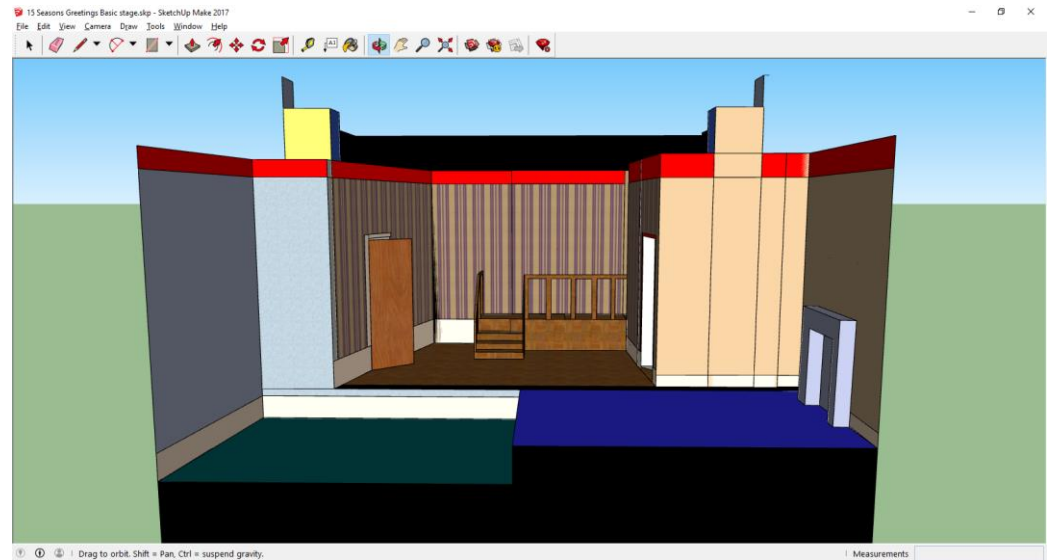


Green - Hallway 6 rolls  
Red - Dining Room 3 rolls  
Striped – Sitting Room 4 rolls

# Seasons Greeting Build Plan

**Saturday 25th  
November  
Start 9am**

Fix black boards around top of  
flats (new alternative to flies)




**Boards along top of flats**



**Flies across proscenium**



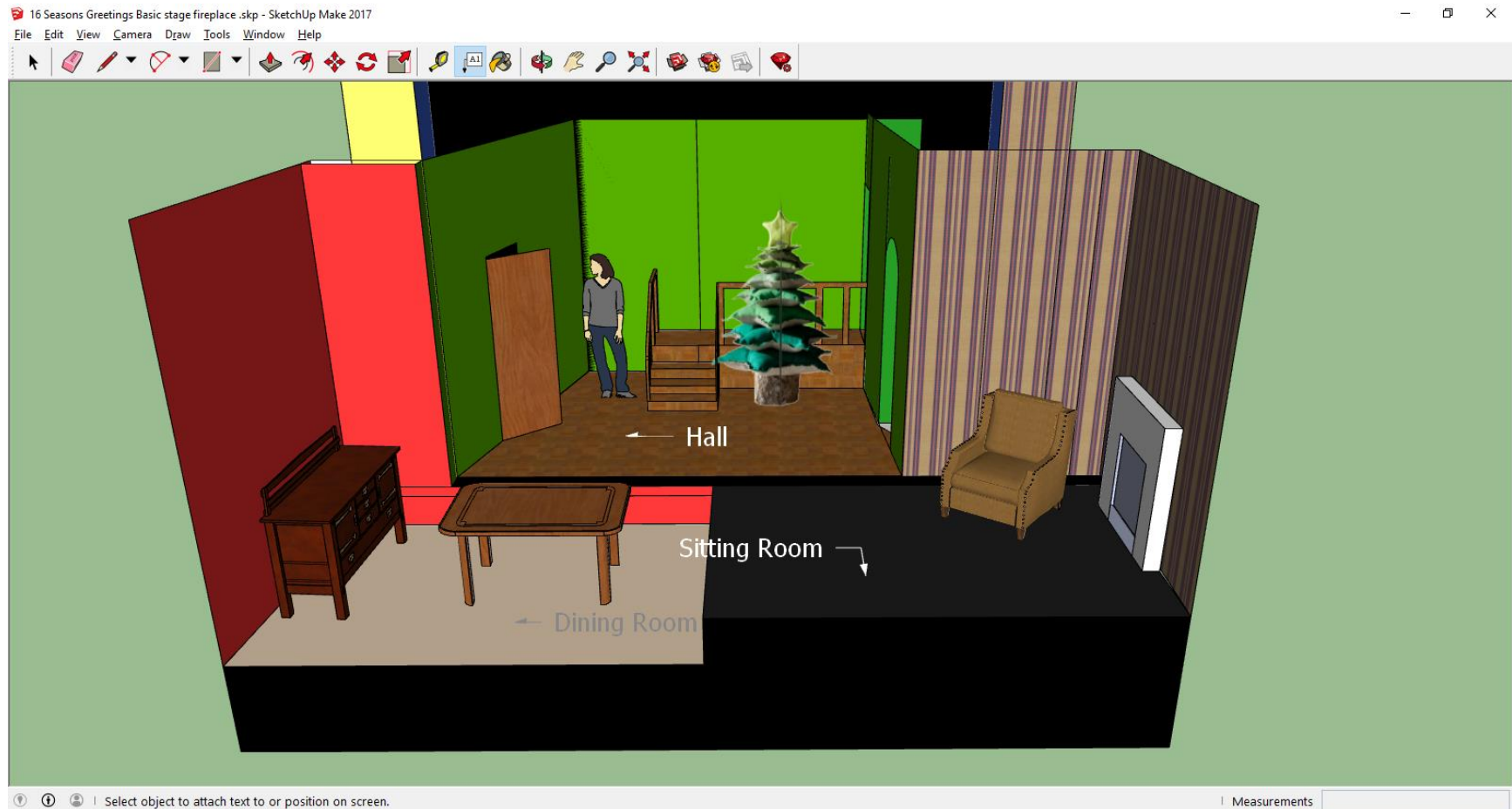
## Seasons Greeting Build Plan

<b>Saturday 25th November Start 9am</b>	<p>Black curtain around front of stage extension</p> <p>Black curtain stage left and stage right</p> <p>Mask behind front door and kitchen door</p> <p>Set lights</p> <p>Including practical wall lights in each room and Christmas lights.</p> <p>Fix dummy wall light switches in each room.</p> <p>Put in talk back</p> <p>Set up lighting and sound table</p> <p>Set up speakers</p> <p>Carpet backstage</p> <p>Set up props table</p> <p>Set up back stage video link and TV</p> <p>Set up bar in lobby</p> <p>All the other unfinished jobs!</p>	<p>Wall lights</p> 
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## Seasons Greeting Build Plan

<b>Sunday 26<sup>th</sup></b> <b>November</b> <b>am</b>	Set dressing  Furniture  Christmas Tree  Christmas Decorations   3pm??  On stage rehearsal	
Get Out <b>Sunday 2<sup>nd</sup></b> <b>December</b> Start 9am	Take it all down!	

# Seasons Greeting Build Plan





## Seasons Greeting Build Plan

SEASONS GREETINGS

