

PM: Sadie DeSantis  
 SM: Ashley Champion  
 ASM: Kate Winegarden  
 DIR: Kimi Sung

*Grace & Thomas*  
 Run Crew Sheet



WHO	WHAT	WHEN	WHERE	NOTES
Pre-show				
Ashley & Kate	<b>Sweep &amp; mop stage</b>	Before house opens		
Eileen & Riley	<b>Make sure</b> actors clean wine glasses and bottles and medicine bottle		Green room	Place them upside down in green room on a paper towel
Ashley & Kate	<b>Fill</b> wine bottles with “wine”		8oz. water, 6 drops red, 1 ½ drops blue. Corked wine bottle filled to top of label, uncorked filled to ¾ from top of label	
	<b>Fill</b> medicine bottle with “medicine”		In separate glass: 1 drop red, 1 drop blue, 1 drop yellow then water down the color. Then fill med bottle half way	
	<b>Preset</b> portrait/frame		USR of top platform	Screw into platform
	<b>Preset</b> muslin		DSL of top platform	Half folded hamburger style
	<b>Preset</b> easel		DSL of top platform, on top of muslin	With paint tubes, & drawing pencils in shelf. Canvas on top
	<b>Preset</b> stool		USL of top platform, on top of muslin	Paint brushes on top
	<b>Preset</b> paint palette		US of stool	Facing US
	<b>Preset</b> Thomas’s desk		SL of mid platform	Centered on platform. On top: Desk lamp. Inside of drawer: letters addressed to Grace, ink well & pen, & 3 paint brushes
	<b>Preset</b> Thomas’s chair		At Thomas’s desk	Slightly pushed in

PM: Sadie DeSantis  
 SM: Ashley Champion  
 ASM: Kate Winegarden  
 DIR: Kimi Sung

## Grace & Thomas

Run Crew Sheet



Ashley & Kate	<b>Preset</b> rocking chair	Before house opens	Center stage, in line with lower platform, about 1 foot away from set on both sides	
	<b>Preset</b> Grace's desk		DSR lower platform	Centered on platform
	<b>Preset</b> Grace's chair		US of her desk	Pushed in
Kate	<b>Preset props table SR:</b> Grace's ink well & pen, Grace's letters, cane, shawl	After on stage is set		Shawl is folded up hot dog style (doesn't need to be perfect)
	<b>Present props table SL:</b> Grace's book, corked wine bottle and two glasses, uncorked wine, medicine bottle			
	<b>Disinfect</b> headset. <b>Check</b> headset		On both sides	
Transition from Scene 1 to Scene 2				
Kate	<b>Strike</b> rocking chair with shawl	Grace: "I'm keeping pace." Thomas: " <u>Okay.</u> "	From CS spike to SR	Enter from DSR Reenter from DSR
	<b>Strike</b> wine bottle & glasses		From Thomas's desk to SL prop table	Exit to DSL
Transition from Scene 2 to Scene 3				
-	<b>Refill</b> corked wine bottle. <b>Dry</b> wine glasses	-	SL backstage	-
Transition from Scene 3 to Scene 4				

PM: Sadie DeSantis  
 SM: Ashley Champion  
 ASM: Kate Winegarden  
 DIR: Kimi Sung

## Grace & Thomas

Run Crew Sheet



Kate	<b>Set</b> corked wine bottle and glass (empty)	Grace: “So would I, I think.”	Thomas’s desk	Enter from DSL with Eileen glass in left hand, Riley glass in right hand, and bottle in between arm and bottom on left
	<b>Hand off</b> wine glass (half full) with wine to Grace (Eileen)		Hand off at USL stairs at top platform	Exit to DSL
Transition from Scene 4 to Scene 5				
Kate	<b>Set</b> ink well, pen, and paper	Grace: “Very similar. Very very similar.”	On Grace’s desk	Enter from DSR with ink well and pen in left hand, cane hanging on right arm, paper in right hand
	<b>Hand off</b> Thomas’s cane		To Thomas at his desk	
	<b>Take</b> wine glasses and wine bottle		From Thomas/his desk to SL prop table	Exit to DSL with wine bottle in left hand, glasses in right hand
Transition from Scene 6 to Scene 7				
Kate	<b>Set</b> medicine & uncorked wine bottle	Grace: “...I hope they’re happy <u>to</u> .”	Thomas’s desk	Enter from DSL
	<b>Take</b> canvas		From Grace at CS, take to SR prop table	Exit to DSR
Transition from Scene 7 to Scene 8				
-	-	-	-	-
Transition from Scene 8 to Scene 9				
Kate	<b>Set</b> rocking chair & shawl	Grace: “...the lives I’ve seen.”	At center stage spike	Preset shawl so one set of fringe is on each side of the chair’s arms Enter from DSR Exit at DSR
Post-show				
Kate	<b>Strike props table SL:</b> corked wine bottle and	After curtain	To prop cabinet	

PM: Sadie DeSantis  
 SM: Ashley Champion  
 ASM: Kate Winegarden  
 DIR: Kimi Sung

## Grace & Thomas

Run Crew Sheet



	two glasses, uncorked wine, medicine bottle, Thomas's ink well & pen, food coloring, water pitcher, funnel			
David	<b>Strike</b> portrait/frame	After house is clear	USR of top platform to furniture area backstage	Unscrew from platform
Kate	<b>Strike</b> paint palette		From top platform to props cabinet	
	<b>Strike</b> small easel items		From top platform to props cabinet	Paint tubes, drawing pencils, paint brushes
	<b>Strike</b> canvas		From top platform to furniture area backstage	
	<b>Strike</b> easel		DSL of top platform to furniture area backstage	With paint tubes, & drawing pencils in shelf. Canvas on top
	<b>Strike</b> stool		USL of top platform to furniture area backstage	
	<b>Strike</b> muslin		DSL of top platform to prop cabinet	
	<b>Strike</b> desk lamp, Thomas's letters, ink well & pen, and thrown paint brushes		Thomas's desk/floor to prop cabinet	
	<b>Strike</b> ink well & pen		On desk to prop cabinet	
	<b>Strike</b> Grace's letters		On desk to prop cabinet	
	<b>Strike</b> Grace's book		On desk to prop cabinet	
	<b>Strike</b> shawl		From rocking chair to props cabinet	
	<b>Strike</b> Thomas's desk		SL of mid platform to furniture area backstage	

PM: Sadie DeSantis  
 SM: Ashley Champion  
 ASM: Kate Winegarden  
 DIR: Kimi Sung

*Grace & Thomas*  
 Run Crew Sheet



	<b>Strike</b> Thomas's chair		At Thomas's desk to furniture area backstage	
	<b>Strike</b> rocking chair		Center stage to furniture area backstage	
	<b>Strike</b> Grace's desk		DSR lower platform to furniture area backstage	
Kate	<b>Strike</b> Grace's chair	After house is clear	US of her desk to furniture area backstage	
	<b>Disinfect</b> headset. <b>Check</b> headset			

At end of run, give Kate her funnel back