Properties Preset Checklist

6th Street Playhouse // Dir. Laura Downing-Lee // Written by Joe Kinosian and Kellen Blair Version 4 // Last Updated: 9/18/21 // Created By: Brooke Dengler & Jeff Basham

	WHERE	WHAT	NOTES	IMAGES
		GENERAL FACILITY		
	Place in USR Wing, out of way	Remove Ghost Light from CS		
	USL Wing, Shop (next to Stage Door Hallway), Lobby (Near Office Door), House (SL Wall, Row F)	A/C Check: WING: 68deg - Override button so not turn on when shop door is open. LOBBY: O (should be controlled my lightboard).		
	4 in total (DSL, USL, DSR, USL)	Turn ON Blue Lights Backstage		
	USC, In Crossover	Plug IN LEDs	Check with Jeff for timing, Lightboard must be on first	
	Electrical Closet, in Shop	Turn ON Dimmer Switch	Check with Jeff for timing	
	USL Wing	Turn OFF Work Lights	Check with Jeff for timing	
	USL Wing	Plug in Crossover Lights, Turn ON		
	Deck, Crossover & Wings	Sweep & Spot Clean		
	Deck	Damp Mop Stage after all warm ups & calls	Make sure to include DSR corner (DS of plasterline)	
	Deck (Piano & Piano Bench)	Clean top of Piano and top of Piano Bench (with wet wipes)		
	Deck	Check Spike Marks (Retape if Necessary)		
	DSL Wing	Close Main Curtain (use spike marks for warning and stopping point)	TO CLOSE: Counterclockwise TO OPEN: Clockwise	
	DSC Deck, where the main curtain meets in the middle	Fix Main Curtain Draping	The centerfold of the main curtain should lie naturally. This must be fixed nightly because the curtain is too long.	
	Shop Door, SL Wing	Close Shop Door	At "Places"	
		ONSTAGE ITEMS		
		WHEELED CART		
	DSC of Main Curtain (Wheels on SR side) (Yellow Spikes)	Wheeled Cart	Check Skirt with removable panel	
	On top of Cart, Lights ON (Candle Fxn)	Mansion Cake (Fixed to Cart) - Lights ON (Set to Candle Function)	Check Batteries, Replace weekly	
_	Placed on DS side	Removable Paper "Murder for Two" Sign		
		DESK & CHAIR		
Ī	DSL (Yellow Spikes)	Desk		
	Desktop, Center (Square to Edge)	Black Foamboard		
	Desktop, Center (HANDLE facing SL)	Silver Coffee Pot		
	Desktop, Center (DS of Pot)	Silver Coffee Dishes (2)		
	Desktop, USL corner	Antique Glove Holder		
	Desktop, in Antique Glove Holder	4 Letters	1 on Top Rung, 1 on Middle Rung, 1 on Bottom Rung	The late
	Desktop, DS of Antique Glove Holder	3 Wooden Pencils in Container		1/1/1/19
	Right Drawer	Remote		
	Under Desk, Flush to DSL legs (Latches close to US side, away from legs of Desk)	Briefcase with Body Parts	IMPORTANT: Only the center latch will be closed at top of show. Outside two latches remain OPEN	
	Next to Desk on Floor, DS (45deg angle)	Trash Can	A few inches from briefcase	
	SR of Desk, at 45deg angle	Black Chair		S. IIII
	Seat of Chair, Bow/Feather to SL side	Brown Fedora Hat		
	Draped over back of Black Chair	Trevor's Grey Trench Coat		1
		LAMP		
	US of Dark (Vallow Spike)		Plugged in Operated by lighthouse	
	US of Desk (Yellow Spike)	Lamp	Plugged in, Operated by lightboard	
		HAT RACK		
	USR of Lamp	Hat Rack	Brown rack with rounded hooks	
	1	Various set dressing costume pieces. See		
	Placed on the hooks of the Hat Rack	prioto		The second second
	Placed on the hooks of the Hat Rack Placed on top of hooks of Hat Rack, brims out	3 Red Caps	IMPORTANT: Check sizing (should be set to Ginger's liking at 3.25" width to metal clasp)	
	Placed on top of hooks of Hat Rack,		to Ginger's liking at 3.25" width to metal clasp)	

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US of Piano	Piano Stairs (Fixed)	rooke Dengier & Jeli Basham	PAR
US of Piano Stairs, on the floor	1 Pair of Knee Pads	White SL, Black SR, Rubber side DS	
SR of Piano (parallel)	Pigno Bench	Time or, black on, nobber side by	
Inside Piano Bench, US side	Scarf		
Inside Piano Bench, DS side in divider	Remote		
Under Piano, Taped to Floor	Piano Pedal		
Under Piano, Brim Facing Audience	Small Basket with 1 Red Cap		
Under Piano, US of Basket & Hat	Eagle Statue		
Under Piano, US of Basket & Hat	Decorative Vase		PER MEDITE BUILDING
	BASKET WITH LOGS		
USC, to hide cords	Small Basket with Deocrative Wooden Logs		
	CHAISE & SIDE TABLE		
SR (Yellow Spikes) on an angle	Chaise		
Solid Blue towards US side (head of chaise), Patterned on top of Solid	Two Blue Pillows (One Solid, One Patterned with White)	Laundered & Ironed	
Under Chaise, hidden on SR side	1 Red Cap	Brim facing US	TO STATE AND
US of Chaise, parallel with 2' gap	Side Table w/drawer		
Tabletop, CC	Candelabra	5 Golden Candles	
Tabletop, Under Candelabra	Decorative Doily		PARTIE DE
Inside Side Table Drawer, face down bells up	Tamborine		
Inside Side Table Drawer, on top of Tamborine	2 Masks	(Ginger's on Left, Trevor's on Right) Laundred nightly	
Inside Side Table Drawer, on top of Masks (or next to)	2 Squeeze Handsanitizers (Consumable) Placed next to Tamborine, NOT on top of masks	1 for Trevor 1 gifted nightly to audience member	
On the shelf of the Side Table, behind Vase & hidden from audience	Black & Red Fire Hat		
On the shelf of the Side Table, facing audience	Decorative Vase		
On the shelf of the Side Table, under Vase	Doily		
vuse	COAT RACK		
USR, near doorway (Make sure one			
rung is perpendicular and facing directly US)	Coat Rack	Black rack with pointed hooks	
	BAR & STOOL		
SR (Yellow Spikes) on an angle	Bar		
On top of Bar, US side (HANDLE facing CS)	Glass Tea Pot		
On top of Bar, DS of Pot	Glass Tea Dishes (2)		
Top Bar Shelf	1 pair of Knee Pads	White SL, Black SR, Rubber side DS	
		Girl SR, Boy SL (Check to make sure	
Top Bar Shelf, on top of Knee Pads	Puppets (Face Down)	nothing is falling off)	
Top Bar Shelf, FAR DSR Side	Maracas (2)		
Top Bar Shelf, DSR Side (between Maracas and Knee Pads)	Easy Button	Batteries removed (check for sound)	
DSR from Bar (Yellow Spikes)	Black Stool		
	BENCH		
USR, against flat. (Blue Spikes)	Tan Cushion Bench		
	BACKSTAGE ITEMS		
	GINGER'S STATION: Dressing		
At Ginger's Station (Left side of Room)	Flashlight White Handkerchief	Check Batteries	
	TREVOR'S STATION: Dressing	Rooms	•
	Phone (Nokia)		T
At Traver's Station (Dight side of Docum)	Notepad		
At Trevor's Station (Right side of Room)	Pen (Click Pen OR Capless with ink removed)		
	Sheriff's Badge with leather holder & chain		
	PROP TABLE		
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Properties Preset Checklist Murder for Two

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SL WING									
SL Wing (Near Crossover)	Small Chair for ASM	If necessary							
SL Wing (against Shop Door)	Small Brown Bench w/ Mallet								
USL Wing (Elevated for easy access during Crossover)	1 of Ginger's Black Metal Water Bottles with Straw	Must be washed and filled nightly	THE THE						
DSL Wing (Beneath speaker, against wall)	1 of Ginger's Black Metal Water Bottles with Straw	Must be washed and filled nightly							
SR WING									
USR, on hook near exit door	Hanger for retrieving Ginger's Apron during the show								
In USR Vom, against DS masking	2 small black Acting Cubes								
	Stuffed Banana								
	Boxing Glove								
On top of acting cubes, USR	Pink Tutu								
	Charlie Brown Stuffie								
	Rubber Chicken								