

Contest Manager Check-list

- Integrity Script(before rehearsal)
- Permission to Produce(UIL)-(if needed)
- Proof of Royalty
- Proof of Payment
- Scenic Permission(if needed)
- Community Standards Form
- Weapons(secured and travel with company)
- Substitution Form/
Accommodation Letter(if needed)
- Open/Closed Curtain(circle one)
- House Entrances???
- Spike Tape Color(tear a piece and attach)
- Full Disclosure(Stage Combat)
- Directors Meeting(Time & Location)
- Dressing Rooms(Location)
- Cell Phones!!!!