

## The Chrysalis - Lighting Checklist.

*We will deduct £30 from your returnable deposit if any of the following are not completed.*

- Return all stage lights that have been moved (see lighting plan).
- Remove all gels from their frames and return each gel to the appropriate folders in the gels filing cabinet.
- Return each gel frame to the correct drawer (according to size) in the filing cabinet.
- Close all hatches along the walkway in the gantry.
- Shut all fire doors in the loft and turn off all lights.
- Delete the program for your show if saved it on the lighting desk.
- Clear all sub-masters at the end of the show. (Press sub, then 1 through 48. On the soft key find the arrow that points to clear and press that.)
- Return all gobos and holders to their box and put the box in the cupboard on the stairs, (if locked show the duty manager where you have left them).
- Turn of the communication system (Canford cans).
- Turn off side-lights for the stage if used (switch above the window near clock).
- Return battery chargers to their boxes (and put the boxes in the cupboard by the stage) (if locked show the duty manager where you have left them).
- Return head torches to their box (on the grey metal shelves by the loft stairs).
- Return lighting gloves & knee pads, if used, to the grey metal shelves by the loft stairs.
- Return 13 amp. extension leads to the lighting box.
- Return all cables and microphones to the lighting box. (Put them into the appropriate marked boxes and put the boxes in the cupboard on the stairs).
- Return trestle tables to the back of the stage.
- Open all curtains and close all windows.
- Ensure all **YOUR** belongings are removed.

Thank you for your co-operation. The Chrysalis is looking forwards to welcoming you back soon.