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P.	Cue	Crew	Lineset / Wing	Unit / Piece	Movement	Spike	Notes
Preshow							
				Santa's wing back chair	Preset DSR, stays		Must strike between weekends
				Wood side table	DS side of wing back chair		With books, lamp, and other set dressing
		SR table Cooper D., Anna R., Jocelyn C. SL table Isabelle M., Henry K.		Assembly-line tables, tablecloths	Preset mid C	Yellow ♦	Elf workshop props preset
				Green workshop carts	Outside ends of tables, shelves to the audience		
				Red package cart	Centered between DS ends of tables		
			LS 14	Rafters & windows	Flown in		
			LS 2	Front scrim	Out		
			LS 4	Grand	Closed		
			LS 18	Traveler	Closed		
			LS 17	Rear scrim	Down full		
				Walter's desk	Preset DSL, stays		With props and set dressing; must strike between weekends
				Walter's chair	Preset behind desk		
				Walter guest chair	Preset SR of desk, slightly back		
				Shredder	Preset DS of Walter's desk		With basket of shredded paper under

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			SL first wide wing	Sofa with coffee table on cushions			
			SL second wide wing	Bar table with stools on top			With notepad, pencil
			SR W5	Santa's sleigh			With iPad
			SR second narrow wing	Deb's desk			Preset props, set dressing, Greenway Press sign
			Under scaffolds	Benches x4			
			SL W1	Souvlaki cart			
After Prologue (North Pole) — continuous into Scene 1 (North Pole)							
2	SANTA: "...everyone who lives here is an elf."		LS 4	Grand	Open full		
Scene 1 (North Pole) — continuous into Scene 2 (Workshop)							
<i>No change</i>							
During Scene 2 (Workshop)							
9	CHARLIE: "...pick up the slack with those Etch-a-Sketches."	BUDDY (Christian P.)	SR W2	Cocoa cart	Push on to DSR	Yellow ♦	
After Scene 2 (Workshop) — continuous to Scene 3 (outside)							
10	CHARLIE: "Well, it is kind of a hobby of yours, isn't it?"	CHARLIE (James A.)		Cocoa cart	Push off to SR		Cocoa cart is not used again
10	TIARA clear of scrim after: "Do <i>not</i> make this about us!"		LS 2	Front scrim	Down full		
During Scene 3 (hidden) set before New Yorker ensemble freeze (by end of Buddy/Santa dialogue)							
	Anytime after front scrim is in		LS 14	Rafters & windows	Fly out		
			LS 17	Rear scrim	Fly out		

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		Miles S., Aaron B., Matthew T., Shawn U.		Assembly-line tables	Strike to SR wide wings		Crew remove elf props; set paperwork etc. for Scene 5
		Ben C., Russell M., Amy W.		Workshop carts x3	Strike to SL wide wings		Green carts not used again
Scene 4 (New York)							
15	After BUDDY sings: "...google-eyed and gawking at Buddy and the world's greatest dad."		LS 18	Traveler	Open full		Front scrim still in
16	After BUDDY sings: "It's a very apropos globe, just Buddy and the world's greatest dad."		LS 2	Front scrim	Fly out		
16-17	<i>Choreographed</i>	VENDOR (Jerry E.)	SL W1	Souvlaki cart	Push on, off SR W1 in "World's Greatest Dad"		Stays SR W1 for I.10. Reset souvlaki props from Aaron B.
After Scene 4 (New York) — BLACKOUT into Scene 5 (Office)							
17	BUDDY: "That's where my dad works! Dad!!" BO = go	Tom M.	LS 17	Rear scrim	Down full		
		Jackie O., Lynn W.	LS 18	Traveler	Close to window		
		James A., Hannah A.	SR	Deb's desk	Push on to SR	Blue ♦	Same spike as restaurant bar
		Christine K., Emily S.	SR first wide wing	SR assembly-line table	Carry on to mid C	Yellow ♦	
		Kerry L.	SR second wide wing	SL assembly-line table	Carry on to mid C	Yellow ♦	
		Grace J.	SR	SR office cart	Push on to outside end of SR table		
			SL	SL office cart	Push on outside end of SL table		

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During Scene 5 (Office)							
				Souvlaki cart	Move out of the way SR but still ready for Scene 10		
After Scene 5 (Office) — BLACKOUT into Scene 6 (Macy's)							
27	BUDDY: "... George Washington Bridge it's a mile shorter." BO = go	Jackie O., Lynn W.		Deb's desk	Strike to SR second narrow wing		
		Erika L.		Deb's chair	Strike to SR second narrow wing		
		Kaitlin M., Aaron B.		SR assembly-line table	Strike to SR first wide wing		
		James A., Hannah A.		SL assembly-line table	Strike to SR second wide wing		
		Shawn U.		SL office cart	Strike to SL		
		Avery G.		SR office cart	Strike to SR		
	When BUDDY is off.		LS 2	Front scrim	Down full		
During first part of Scene 6 (Macy's, hidden)							
28-29	Once front scrim is in	Miles S., James A.	SR	Santa's throne	Set USC under pillar arch		
		Matthew T., Parker R.	SR	"North Pole" pillars	Set USC	Magenta ♦	
		Christine K.	SR	SR big tree and cord	Set in line with pillars	Magenta ♦	
		Emily S.	SR	SR little tree	Set in line with pillars	Magenta ♦	
		Ben C.	SR	SR wagon	Set in line with pillars	Magenta ♦	
		Hannah-Mae E.	SR	SR candy canes	Set in line with pillars	Magenta ♦	With ornaments bucket
		Grace J.	SL	SL big tree and cord	Set in line with pillars	Magenta ♦	Set BUDDY's quilt & narwhal, JOVIE's jacket from SL wagon
		Mack A.	SL	SL little tree	Set in line with pillars	Magenta ♦	
		Tom M.	SL	SL wagon	Set in line with pillars	Magenta ♦	

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		Amanda M.	SL	SL candy canes	Set in line with pillars	Magenta ◆	With ornaments bucket
29	MANAGER: "All right, you work right over here, <u>the North Pole.</u> "		LS 2	Front scrim	Fly out		
During Scene 6 (Macy's) after "SparkleJollyTwinkleJingley"							
36	Store workers exit after MANAGER: "You can go home now. All of you."	assigned		SR candy canes, ornament bucket, and wagon	Strike to SR		
		assigned		SL candy canes, ornament bucket, and wagon	Strike to SL		
38	Lights up [32] after BUDDY sleeps; employees arrive	Christine K., Emily S.	SR	Stanchions	Set SR for crowd line		
		Christine K., Emily S.		Santa's throne	Move DS enough for chase/fight behind it.		
After Scene 6 (Macy's) — BLACKOUT into Scenes 7 and 8 (Apartment)							
41	BUDDY: "My heels are incredibly sweaty; how did you know?" BO = go	Miles S., James A.		Santa's throne	Strike to SR second wide wing		No Macy's pieces are needed again.
		Aaron B., Emma S.		"North Pole" pillars	Strike to SR second wide wing		
		Amy W., Tom M., Christine K., Samantha A.		Macy's trees	Unplug and strike to each side; SL goes to second narrow wing as apartment comes on		
		Matthew T., Cassie F.		Stanchions	Strike to SR		
		Kids on to visit FAKE SANTA		Any remaining props	Strike to either side		
		Lynn W., Chet G.	SL first wide wing	Sofa with coffee table	Set DSL	Green ◆ (table has its own spikes)	

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		Kerry L.	SL props table	Wind turbine science project	Set on coffee table, facing audience		
		Kaitlin M.	SL second wide wing	Bar table with stools	Set	Behind sofa, flush w/back	With notebook, pencil preset
After Scene 8 (Apartment) — BLACKOUT into Scene 9 (Office) BUDDY's fast costume change, DSL to DSR							
			<i>Dressers for Christian P.'s fast costume change from elf to suit</i>				
53	Emily: "...the idiot gene, don't we Darling?" BO = go	Kerry L., Scarlett B.		Sofa and coffee table	Strike to SL, first wide wing		
		Grace J., Isabelle M.		Bar table with stools on top	Strike to SL, second wide wing		With several props; not used again
		Emma S., Aaron B.	SR second narrow wing	Deb's desk	Set	Blue ♦	Same spike as restaurant bar
		Jackie O.	SR second narrow wing	Deb's chair	Set	Behind desk	
		Matthew T., Amanda M.	SR first wide wing	SR assembly-line table	Set	Yellow ♦	
		Amy W., Tom M.	SR second wide wing	SL assembly-line table	Set	Yellow ♦	
		Christine K.	SR	Coffee cart	Set	Yellow ♦ "X" for kids, DSC from Deb's desk	
After Scene 9 (Office) — BLACKOUT into Scene 10 (Skate Date)							
61	DEB: "Chocolate Monster?" BO = go	VENDOR (Jerry E.)	SR W1	Souvlaki cart	Set SR DS of scrim		
		S.A. LADY (Cassie F.)	SL W1	Salvation Army bells	Set SL DS of scrim		
		Amanda M., Christine K.		Deb's desk	Strike to SR, second narrow wing		
		Aaron B., Avery G.		SR assembly-line table	Strike to SR first wide wing		

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		Shawn U., Russell M. Hannah-Mae E.		SL assembly-line table	Strike to SR second wide wing		
				Coffee cart	Strike to SR		Not used again
61	During BO, once souvlaki cart (Jerry), Salvation Army bells (Cassie), BUDDY, and JOVIE are set	Tom M., Isabelle M.	LS 2	Front scrim	Down full		
			SR	Stanchions x2	Set between SR and C gaps in benches; SL gap is open for B & J		
		Kerry L., Matthew T.	SR under scaffolds	SR benches x2	Set	Orange ♦	
		Ben C., Amy W.	SL under scaffolds	SL benches x2	Set	Orange ♦	One with B&J's skates
		Ronan J., Emily S.	SL	BUDDY and JOVIE's skates	Set on far SL bench		
62	After front scrim down and during first part of Sc. 10		LS 17	Rear scrim	Fly out		
			LS 18	Traveler	Open full		
			LS 19	Rockefeller tree	Fly in		
During Scene 10 (Skate Date)							
62	VENDOR: "...and change the sign."	VENDOR (Jerry E.)		Souvlaki cart	Push off to SR W1		Cart not used again
63	BUDDY: "This one's a little flat."	S.A. LADY (Cassie F.)		Salvation Army bells	Strike to SL W1		Not used again
64	JOVIE runs off after "You want Christmas-y? Okay. Follow me!"		LS 2	Front scrim	Fly out		
After Scene 10 (Skate Date) — BLACKOUT into Scene 11 (Office) Skaters need room to exit, change shoes							
	During BO after "Christmas Song"		LS 2	Front scrim	Down full		
		Kerry L., Matthew T.		SR benches x2	Strike under scaffolds		
		Ben C., Amy W.		SL benches x2	Strike under scaffolds		
		Tom M., Isabelle M.		Stanchions x2	Strike to SR		Stanchions not used again.

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After Scene 11 (Office) — BLACKOUT into Scene 12							
	No set or fly changes. Front scrim stays down. Rear scrim is out, traveler is open full, Rockefeller tree stays in.						
AT INTERMISSION — Preset for Act II, Prologue and Scene 1 (Restaurant)							
		James A., Amanda M., Grace J.	Scene shop (lift over power cables, don't roll)	SR table, 3 chairs US	Set	Blue ♦	
		Tom M., Aaron B., Shawn U.		C table, 4 chairs US	Set	Blue ♦	
		Jerry E., Miles S., Matthew T.		SL table, 4 chairs US	Set	Blue ♦	
		Russell M., Erika L.	SR second narrow wing	Hostess bar (Deb's desk)		Blue ♦	Remove Greenway Press sign, add fan, change set dressing
			LS 2	Front scrim	Stays in		
			LS 19	Rockefeller tree	Fly out		
			LS 18	Traveler	Close to window		
			LS 17	Rear scrim	Down full		
			LS 10	Lanterns	Fly in		
During II.Prologue							
75	Santa: "...happened to stumble upon the <u>only</u> <u>place</u> in New York..."		LS 2	Front scrim	Fly out		
After Scene 1 (Restaurant) — BLACKOUT into Scene 2 (Tavern on Green)							
81	BUDDY: "Merry Christmas!" MGR. & SANTAS: "Merry Christmas!" BO = go	Amanda M., Hannah-Mae E.		SR table, 3 chairs	Strike to SL wide wings		Whole "Nobody Cares" ensem. helps strike. Restaurant tables and chairs are not used again.
		Tom M., Aaron B., Shawn U.		C table, 4 chairs	Strike to SL wide wings		
		Jerry E., Miles S., Matthew T.		SL table, 4 chairs	Strike to SL wide wings		

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		Russell M., Erika L.		Hostess bar (Deb's desk)	Strike to SR second narrow wing		
			LS 10	Lanterns	Fly out		
		Avery G., Samantha A., Amy W., Ben C., Emma S.	SL narrow wings	Topiaries x6 and Tavern on the Green sign	Set SL	Front 2 square-base and sign: Magenta ◆ Rear 4 USL round-base: Orange ◆ X	Spikes also marked with glow tape.
During Scene 2 (Tavern on Green)							
			SR off	Change hostess bar back to Deb's desk (set dressing, Greenway Press sign)			
After Scene 2 (Tavern on Green) — BLACKOUT into Scene 3 (Apartment)							
85	BUDDY stands alone after JOVIE exits on "Goodbye." BO = go	Avery G., Samantha A., Amy W., Ben C., Emma S.		Topiaries and sign	Strike to SL narrow wings (as apartment comes on), to the wall where they were		
		Lynn W., Kerry L. (plus Tom M., Parker R. w/ decorations)	SL first wide wing	Sofa with coffee table	Set	Green ◆	Set Christmas decorations
After Scene 3 (Apartment) — BLACKOUT to Scene 4 (Office)							
89	Applause after song "There is a Santa Claus" BO = go	Emma S., Hannah-Mae E.		Sofa and coffee table	Strike to SL first wide wing		Sofa & coffee table not used again.
		James A., Hannah A.	SR second wide wing	SL assembly-line table	Set	Yellow ◆	
		Emily S., Christine K.	SR first wide wing	SR assembly-line table	Set	Yellow ◆	
		Aaron B., Kerry L.	SR second narrow wing	Deb's desk	Set	Blue ◆	Same spike as restaurant bar

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After Scene 4 (Office) — BLACKOUT to Scene 5 (Woods)							
102	WALTER: "Wait for your dad!" BO = go	Cassie F., Hannah A.		SL assembly-line table	Strike to SR second wide wing		Office set not used again.
		Aaron B., Shawn U.		SR assembly-line table	Strike to SR first wide wing		
		Kaitlin M., Avery G.		Deb's desk	Strike to SR second narrow wing		
	During blackout		SR W5	Santa's sleigh	Set; Emily S. hidden	Dark blue	
			LS 17	Rear scrim	Fly out		
		LS 18	Traveler	Open full			
During Scene 5 (Woods)							
105	After SANTA: "You're off the naughty list."	Emily S.		Lift and shake sleigh just enough to be visible, until after MICHAEL: "Look at the sleigh!" [or SANTA: "It's not enough."]			
After Scene 5 (Woods) — BLACKOUT to Scene 6 (Rock. Center)							
106	SANTA: "Wait! I haven't backed it up yet!" BO = go			Santa's sleigh	Strike to SR and out of the way.		
			LS 19	Rockefeller tree	Fly in		
		Aaron B.		SR bench	Set		
		Hannah-Mae E.		SL bench	Set		
After Scene 6 (Rock. Center) — transition into Epilogue (North Pole) (lights up on SANTA)							
	No scenery changes: Rockefeller tree stays in, front scrim stays out.						
111	Applause and playoff music after "Christmas Song – Reprise" (final "and sing!")	Aaron B.		SR bench	Strike to SR and out of the way		
		James A.		SL bench	Strike to SR and out of the way		
		Kerry L.		Santa's iPad	Strike to either side		
		Tom M., Shawn U., Adria H.		Bring Christmas clothes to Hobbs family behind Rockefeller tree			