

## Lighting Restore

**\* Note: all storage in the spine is in the cage and items should be returned properly to its labeled place (see ACPA production person to open cage).**

- 1) All memory is cleared from the light board and rep disk is reloaded and checked. Rep plot disk should be ejected from board.
- 2) Fixtures from other theatres are returned to their correct venue and placed on racks according to labels.
- 3) 60 Amp boxes if used are returned to storage in amp room.
- 4) The following equipment is returned to its proper storage area.
  - A) Lighting Instruments hung on racks according to the labels.
  - B) Multi cables neatly coiled on rails and grids.
  - C) ACPA Color and templates are sorted and returned to ACPA staff person.
  - D) Running lights are returned to storage area in lamp cabinet in amp room.
  - E) Gel frames, AC cords, barn doors and top hats are returned to cage storage in spine.
- 5) Lighting fixtures hung for table lighting and/or as running lights are removed and returned to amp room cabinet bottom shelf.
- 6) Broken units, cables and accessories are tagged with description of problem and theatre and handed over to the ACPA production person on duty. Microphones and cleanroom units are given to ACPA production staff.
- 7) Drop lines are neatly coiled and tied to rail.
- 8) Stage Electrics are restored and focused to rep plot and unused pigtailed are tied in loose half hitch and draped over raceway.
- 9) Drop boxes are disconnected and put away in amp room.
- 10) Instrument racks are neatly stored against the upstage wall. Not Against permanent running light mounted on wall.
- 11) Work lights consist of two scoops on each 1st, 2nd and 3rd electric. Hang scoops on bottom pipe.

## **FRONT OF HOUSE**

- 1) Color is removed and sorted and returned to ACPA Staff.
- 2) Cable is properly dressed and not all over the catwalk floor or dangling from electrics.
- 3) Cable, twofers and other accessories are removed and put back in cage.
- 4) Instruments all have safeties attached.
- 5) Any additional instruments added are struck and returned to their proper storage area.
- 8) See FOH inventory for exact inventory and proper storage location for theatre.
- 9) Rep plot restored and all unused instruments are unpatched and hung on far stage left and right pipe.
- 10) Box booms are struck except proscenium box booms.

3	Colortran	20 degree	Top Pipe
3	ETC	26 degree	Mid Pipe
3	ETC	36 degree	Bottom Pipe

## **MISC. LIGHTING**

- 1) Restore c-clamps tightly to strip lights and put in storage area in lower rehearsal.

## **FOLLOWSPOT BOOTH**

- 1) Dimmer controlled lights are turned off.
- 2) All trash removed and brought down and put in stage trashcans.
- 3) One headset and belt packs are placed on clear-com hangers with cables neatly coiled on downstage stage right and stage left.
- 4) Follow spot time log is filled in.

**The client is financially responsible for ACPA equipment that is damaged or lost.**