Production Schedule - for A Murder is Announced 13th /14th /15th June

Date Deadlines

Production **Jan J**	**Set** **Dave W** **DaveM**	**Wardrobe** **Lesley**	**LX/SFX** **Ben,Dave,** **Glyn Ollie?**	**Props** **Kymm**	**Publicity** **JanJ**	**Programme** **JanJ /Mike**	**Website/** **Social** **Media** **Sara, Mel,** **Mike,Dave**	**Box Office** **Mike/Izzy**	**FOH** **JanJ**
Licences obtained Yes	Designs 22.3.24	Designs ?	LX Design	Working: Act1: 3.5.24 Act 2: 12.4.24	Poster design 15.1.24	Programme copy 2.5.24	Show launch 6.3.24	Ticket design	Stewards organised 16.5.24
Venue Booked Yes	Transport Kymm? 25.5.24	Fittings ?	LX Fit-up	Performance Whole: 31.5.24	Mail-out 27.4.24	Programme to Director 16.5.24	Updates	Tickets ready	Drink ordered/ collected 9.6.24
Meetings by consultation	Built 26.5.24	Ready 18.5.24 ?	LX plot		Poster to print 20.4.24	Programme proof read 23.5.24		Box Office open 9.3.24	Raffle organised For 14th/15th/16th June
Budget Sheets Returned 22.3.24	Returned 17.6.24		SFX Fit-up		Poster/flyer distribution 27.4.24	Programme to print 26.5.24			
Business Meeting 25.6.24			SFX plot		Banner erected 19.6.24				
Review Meeting									