

# The 39 Steps Run Sheet

Who:	Task:	What:	Where:	When:	Page #	Spike Color	Notes:
Pre Show							
	Unlock	All Doors	-	Upon Arrival	-	-	
	Turn On	All Lights	-	Upon Arrival	-	-	
	Unlock	Props Cabinet	Backstage Right	-	-	-	
	Unlock	Dressing Rooms	-	-	-	-	
	Strike	Ghost Light	-	-	-	-	
	Preset	Door U's	Booth, Stairway, Shop Doors, USL, DSR	-	-	-	
	Highlight	Sign In Sheet	-	One Minute After Call Time	-	-	
	Put On	Mics	Backstage Right	Upon Arrival	-	-	
	Preset	SR Props Table	SR	Upon Arrival	-	-	
	Preset	Banner	On Podium	While setting up props table	-	-	
	Preset	SL Props Table	SL	Upon Arrival	-	-	
	Sweep	Stage	Onstage	Upon Arrival	-	-	
	Sweep	Backstage	Hallway/Backstage	Upon Arrival	-	-	
	Mop	Stage	Onstage	After Stage is Swept	-	-	Start at Quick Change Rehearsal
	Mop	Backstage	Hallway/Backstage	After Stage is Swept	-	-	Start at Quick Change Rehearsal
	Test	SL Window	USL	After Stage is Swept	-	-	
	Test	Center Window	USL	After Stage is Swept	-	-	
	Test	SR Window	USR	After Stage is Swept	-	-	
	Call	Intimacy	Arena	After Stage is Swept	-	-	
	Check	Dimmer	Onstage	After Stage is Swept	-	-	
	Fly In	Legs	Lineset 5, 10, 15	After Stage is Dry	-	Green	
	Fly In	Legs	Lineset 18, 25, 30	After Stage is Dry	-	Green	
	Call	Fight/Lift/Window Jump	Onstage	After Intimacy Call	-	-	Crew please be standing by to help shift things on and off for fight call
	Check	Mics	Onstage	After Fight Call	-	-	
	Prep/Preset	Act 1 Consumables	Shop	After Prop Tables are Preset	-	-	Start at first dress- Scotch, Biscuits
	Prep/Preset	Backstage Area	Backstage	After Stage is Dry	-	-	Make sure that all chairs and tables are on the correct side of the stage
	Fly In	Center Drop	Lineset 23	After Mic Check	-	Brown	
	Fly In	Traveler Drop	Lineset 20	After Mic Check	-	Green	Knuckle Buster
	Fly In	Shadowplay Lights	Lineset 28	After Mic Check	-	Green	
	Preset	Side Table	DSC	After Mic Check	-	Pink	
	Preset	Scotch Bottle	DSC on Hannay Side Table	After Mic Check	-	-	
	Preset	Scotch Glass x1	DSC on Hannay Side Table	After Mic Check	-	-	
	Preset	Lamp	DSC on Hannay Side Table	After Mic Check	-	-	
	Preset	Telephone	SL Top Platform	After Mic Check	-	Pink	
	Preset	Green Wingback Chair	DSC	After Mic Check	-	Pink	
	Preset	Window Blind (starting open)	SL Window	After Mic Check	-	-	Please also do a preshow check making sure that all of the mechanisms are in place

XXXX	Preset	SR Side Tabs	Backstage Right	After Stage is Set	-	Pink	
XXXX	Preset	SL Side Tabs	Backstage Left	After Stage is Set	-	Pink	
XXXX	Fly In	Grand	Lineset 2	After Mic Check	-	Green	Knuckle Buster
XXXX	Cue	XXXX	Onstage through USR Vom	15 minutes before Curtain	-	-	
XXXXXX	Call	Places	Backstage	3 minutes before Curtain	-	-	Ensure Actors are on their respective sides and communicate with Stage Manager
Act One							
XXXX	Shift Offstage	Scotch Bottle	USR Vom	After Hannay exits USL Vom	10	-	
XXXX	Shift Offstage	Scotch Glass	USR Vom	After Hannay exits USL Vom	10	-	
XXXX	Shift Offstage	39 Steps Novel	USR Vom	After Hannay exits USL Vom	10	-	
XXXX	Shift Offstage	Lamp	USR Vom	After Hannay exits USL Vom	10	-	
XXXX	Shift Offstage	Side Table	USR Vom	After Hannay exits USL Vom	10	Pink	
XXXXXX	Shift Offstage	Green Wingback Chair	USR Vom	After Hannay exits USL Vom	10	Pink	
XXXXXX	Shift Onstage	2 Audience Chairs	SL Vom	After Hannay exits USL Vom	10	Pink	Red and Black Chairs
XXXX	Shift Onstage	Side Table	DSR to SL in front of Lower Platform	During A1 S2 behind the grand	11	Pink	Crossing over the SR Platform
XXXX	Preset	Scotch Bottle	Hannay Side Table	During A1 S2 behind the grand	11	-	Crossing over the SR Platform
XXXX	Preset	Scotch Glasses x2	Hannay Side Table	During A1 S2 behind the grand	11	-	Crossing over the SR Platform
XXXX	Preset	Lamp	Hannay Side Table	During A1 S2 behind the grand	11	-	Crossing over the SR Platform
XXXXXX	Shift Onstage	Green Wingback Chair	DSR to SL in front of Lower Platform	During A1 S2 behind the grand	11	Pink	Crossing over the SR Platform
XXXX	Raise	SR Window	USR	End of A1 S2 before grand is raised	15	-	Wait for cue from XXXX
XXXX	Fly Out	Grand	Lineset 2	After Mr. Memory and Compere exit USR Vom	15	Orange	
XXXXXX	Shift Offstage	2 Audience Chairs	SL Vom	After Mr. Memory and Compere exit USR Vom	15	Pink	Red and Black Chairs
XXXX	Pull Up	Window Blind	Behind SR Window	Top of A1 S3 when Hannay is trying to close the window blind	16	-	This will happen 3 times please watch for cues from XXXX
XXXX	Fly Out	Traveler Drop	Lineset 20	As the Train Whistle combines with Mrs. Higgins scream	25	Orange	
XXXX	Fly In	Center Drop	Lineset 23	As the Train Whistle combines with Mrs. Higgins scream	25	Green	Knuckle Buster
XXXX	Lower	SR Window	USR	As the Train Whistle combines with Mrs. Higgins scream	25	-	
XXXXXX	Shift Offstage	Window Blind	SL Window	As the Train Whistle combines with Mrs. Higgins scream	25	-	Set on the back of the SR Masking Flat
XXXX	Shift Offstage	Scotch Bottle	DSL	As the Train Whistle combines with Mrs. Higgins scream	25	-	
XXXX	Shift Offstage	Scotch Glasses x2	DSL	As the Train Whistle combines with Mrs. Higgins scream	25	-	
XXXX	Shift Offstage	Telephone	DSL	As the Train Whistle combines with Mrs. Higgins scream	25	-	
XXXX	Shift Offstage	Lamp	DSL	As the Train Whistle combines with Mrs. Higgins scream	25	Pink	
XXXX	Shift Offstage	Side Table	DSL	As the Train Whistle combines with Mrs. Higgins scream	25	Pink	
XXXXXX	Shift Offstage	Green Wingback Chair	DSL	As the Train Whistle combines with Mrs. Higgins scream	25	Pink	

XXXX	Raise	SR Window	USR	After Hannay Apartment is Struck	25	-	Wait from cue from XXXX to raise windows together
XXXX	Raise	Center Window	USL	After Hannay Apartment is Struck	25	-	Wait from cue from XXXX to raise windows together
XXXX	Raise	SL Window	USL	After Hannay Apartment is Stuck	25	-	Wait from cue from XXXX to raise windows together
XXXX	Track In	Traveler Drop	Lineset 20	During Train Scenes	25	Orange	While it is in it's flown out position after raising the center window
XXXX	Shift Onstage	Pamela Train Chair	Onto Lower Platform	As Policemen cross downstage searching the audience for Hannay	34	Orange	Yellow Armchair
XXXX	Shift Offstage	Pamela Train Chair	SR Steps off Lower Platform	After the train screeches to a halt sending the actors off SR	36	Orange	Yellow Armchair
XXXX	Lower	SR Window	USR	After the train screeches to a halt sending the actors off SR	36	-	
XXXX	Lower	Center Window	USL	After the train screeches to a halt sending the actors off SR	36	-	
XXXX	Lower	SL Window	USL	After the train screeches to a halt sending the actors off SR	36	-	
XXXX	Cue	XXXX	USR	When actors are set in place behind the shadowplay drop	37	-	This will help in order to SM to know when to call lights up
XXXX	Fly Out	Center Drop	Lineset 23	As the Radio Announcer begins	37	Orange	
XXXX	Fly Out	Shadowplay Lights	Lineset 28	As the Radio Announcer begins	37	Orange	
XXXX	Fly In	Traveler Drop	Lineset 20	As the Radio Announcer begins	37	Green	Knuckle Buster
XXXXXX	Shift Onstage	Doorway	DSL between pro and platforms	After Radio Announcer: Police had to call off the search in the gathering darkness..	38	Orange	Crofter Side
XXXX	Shift Offstage	Map of Scotland	USR Vom	Crofter: It's fourteen miles. The other side of the loch.	39	-	During the scene enter and exit through the USR Vom frustrated interacting with actors
XXXX	Raise	SR Window	USR	After Hannay exits through the door	40		Wait for cue from XXXX to move windows together
XXXX	Raise	SL Window	USL	After Hannay exits through the door	40		Wait for cue from XXXX to move windows together
XXXXXX	Shift Onstage	Crofter Table	DSL to Onstage DSR	After Hannay exits through the door	40	Yellow	Brown Table
XXXXXX	Shift Onstage	Brown Chairs x3	DSL to Onstage DSR	After Hannay exits through the door	40	Yellow	
XXXX	Shift Onstage	Grey Rolling Chair	DSL to SL in front of Lower Platform	After Hannay exits through the door	40	Yellow	With yellow fabric draped on the back
XXXXXX	Shift Offstage	Doorway	DSR	After Hannay exits through the door	40	Orange	Crofter Side
XXXX	Standby	Crofter Table Setting and Herring	DSR	After Crofter Interior is set	41	-	Please standby DSL in the first wing with the dishes so that XXXX can come and grab the dishes from you
XXXX	Shift Offstage	Glasses x3	DSR	End of A1 S13 after Margaret exits DSL	44	-	
XXXX	Shift Offstage	Silverware x3	DSR	End of A1 S13 after Margaret exits DSL	44	-	
XXXX	Shift Offstage	Plates x3	DSR	End of A1 S13 after Margaret exits DSL	44	-	
XXXX	Shift Offstage	Newspaper	DSR	End of A1 S13 after Margaret exits DSL	44	-	
XXXX	Shift Offstage	Herring	DSR	End of A1 S13 after Margaret exits DSL	44	-	
XXXXXX	Spot	Jumpers	USL	Be in place by Hannays- This is your husband's coat!	47	-	
XXXX	Lower	SR Window	USR	After Policemen have chases Hannay into the USL Vom	48	-	

XXXX	Lower	SL Window	USL	After Policemen have chased Hannay into the USL Vom	48	-	
XXXXXX	Shift Offstage	Crofter Table	DSR	After Policemen have chased Hannay into the USL Vom	48	Yellow	Brown Table
XXXXXX	Shift Offstage	Brown Chairs x3	DSR	After Policemen have chased Hannay into the USL Vom	48	Yellow	
XXXX	Shift Offstage	Grey Rolling Chair	DSL	After Policemen have chased Hannay into the USL Vom	48	Yellow	With yellow fabric draped on back
XXXX	Fly In	Center Drop	Lineset 23	After Policemen have chased Hannay into the USL Vom	48	Green	Knuckle Buster
XXXX	Track Out	Traveler Drop	Lineset 20	After Policemen have chased Hannay into the USL Vom	48	Green	
XXXX	Re-dress	Chair	Backstage Left	After shifting it offstage	48	-	Add red fabric and pillow
XXXX	Fly Out	Traveler Drop	Lineset 20	As Hannay travels around the stage looking around	50	Orange	
XXXXXX	Shift Onstage	Doorway	DSR between pro and platforms	As Hannay exits DSL	51	Orange	Jordan Side
XXXX	Shift Onstage	Grey Rolling Chair	DSL to SL on apron	As Hannay opens and closes the doorway	54	Green	With red fabric and pillow
XXXXXX	Shift Offstage	Doorway	DSR	As Jordans are dancing around Hannay and focus is downstage	60	Orange	Jordan Side
XXXX	Fly In	Grand	Lineset 2	As Jordan's wheel Hannay back	59	Green	Knuckle Buster
Intermission							
XXXX	Shift Offstage	Grey Rolling Chair	DSL	After Intermission has begun	60	Green	With red fabric and pillow
XXXX	Fly Out	Center Drop	Lineset 23	After Intermission has begun	60	Orange	
XXXX	Fly In	Traveler Drop	Lineset 20	After Intermission has begun	60	Green	Knuckle Buster
XXXX	Track In	Traveler Drop	Lineset 20	After Intermission has begun	60	Orange	
XXXXXX	Prep	Act 2 Consumables	Shop	After Intermission has begun	60	-	Start at first dress- Biscuits, Sandwiches, Whisky, Milk
XXXX	Change Sides	Side Table	From BSL-BSR	After Intermission has begun	60	-	
XXXX	Retrieve	Bullet	Backstage	After Intermission has begun	60	-	
XXXXXX	Preset	Sheriff Desk	DSR in front of the Grand	5 minutes into intermission	60	Orange	
XXXX	Preset	Telephone	On Sheriffs Desk	5 minutes into intermission	60	-	
XXXX	Preset	Biscuits	On Sheriffs Desk	5 minutes into intermission	60	-	
XXXX	Preset	Garibaldi	On Sheriffs Desk	5 minutes into intermission	60	-	
XXXXXX	Call	Places	Backstage	3 minutes before Act 2	-	-	Ensure Actors are on their respective sides and communicate with Stage Manager
XXXX	Raise	SL Window	USL	At Places	60	-	Stand on top of of the rope while the window is raised until end of A2 S19
Act Two							
XXXX	Fly Out	Grand	Lineset 2	Top of A2	61	Orange	
XXXX	Place U	-	DSL Outside Door	After Act 2 has begun	62	-	
XXXXXX	Spot	Jumpers	USL	Be in place by Sheriffs- Grab him man!	63	-	
XXXX	Track Out	Traveler Drop	Lineset 20	After Sheriff runs off crying and eating cookies	64	Green	
XXXX	Shift Offstage	Telephone	USR Vom	After Sheriff runs off crying and eating cookies	64	-	
XXXX	Shift Offstage	Biscuits	USR Vom	After Sheriff runs off crying and eating cookies	64	-	

XXXX	Shift Offstage	Garibaldi	USR Vom	After Sheriff runs off crying and eating cookies	64	-	
XXXX	Shift Offstage	Sheriff Desk	USR Vom	After Sheriff runs off crying and eating cookies	64	Orange	
XXXX	Lower	SL Window	USL	After Sheriff runs off crying and eating cookies	64	-	
XXXX	Change Sides	Telephone	From BSR-BSL	After striking the Sheriff's Office	64	-	
XXXX	Fly In	Center Drop	Lineset 23	After Hannay exits with Marching Band	66	Brown	
XXXX	Shift Onstage	Brown Chair x1	DSL onto Lower Platform	Top of A2 S21	66	Orange	
XXXX	Shift Onstage	Podium and Banner	USR Vom to Center Stage	Dunwoody: Look! He's here Mr. Macquarrie!	66	Orange	
XXXX	Shift Offstage	Brown Chair x1	DSL off Lower Platform	As the Heavies chase Hannay around Podium	70	Orange	
XXXX	Shift Offstage	Podium and Banner	DSR	As Hannay uses the Podium to fend off heavies	70	-	Grabbing the podium from Hannay
XXXX	Strike	Banner	Podium	After XXXX has brought it offstage	70	-	
XXXX	Change Sides	Podium	From BSR-BSL	After striking the Banner	70	-	Place lace on podium
XXXX	Shift Onstage	Car Chair #1	DSL to Center Stage	After the Heavies realize they need to build the car	72	Orange	Red and Black Chair
XXXX	Shift Onstage	Car Chair #2	DSR to Center Stage	After the Heavies realize they need to build the car	72	Orange	Brown Chair
XXXX	Shift Onstage	Car Chair #3	DSL to Center Stage	After the first two chairs are set	72	Orange	Brown Rolling Chair
XXXX	Shift Onstage	Car Chair #4	DSR to Center Stage	After setting the third chair	72	Orange	Brown Chair
XXXX	Fly Out	Center Drop	Lineset 23	As the 4 in the car lurch to a stop	73	Orange	
XXXX	Shift Offstage	Stack of Car Chairs	DSR	End of A2 S24	75	-	
XXXX	Shake	Crash Box	DSR	After Heavy 1 exits after Heavy 2	75	-	
XXXX	Change Sides	2 Red and Black Chairs	From BSL-BSR	After the crash box sound	75	-	
XXXX	Shift Onstage	Stile Rod	DSR	Hannay: What IS that tune!	77	-	
XXXX	Shift Offstage	Stile Rod	DSR	Pamela: I say what is the use of all this?	77	-	Exit in front of the actors
XXXX	Fly In	Center Drop	Lineset 23	As the Scottish Pipe music begins to play	79	Brown	
XXXX	Fly Out	Traveler Drop	Lineset 20	As the Scottish Pipe music begins to play	79	Orange	
XXXX	Fly In	Hotel Sign	Linset 19	As the Scottish Pipe music begins to play	79	Green	Knuckle Buster
XXXX	Shift Onstage	Podium	DSL onto Top Platform	As the Scottish Pipe music begins to play	79	Orange	With Reception Bell, Guest Book, Pen/Pencil and Phone on desk
XXXX	Fly In	Fireplace	Lineset 4	As Mrs. McGarrigle, Hannay and Pamela begin to cross down to hotel room	83	Green	Knuckle Buster
XXXX	Shift Onstage	Hotel Bed	DSL to Stage Right by Lower Platform	As Mrs. McGarrigle, Hannay and Pamela begin to cross down to hotel room	83	Green	
XXXX	Shift Onstage	Side Table	DSR to Stage Right in front of Lower Platform	As Mrs. McGarrigle, Hannay and Pamela begin to cross down to hotel room	83	Green	
XXXX	Fly Out	Fireplace	Lineset 4	As Pamela crosses up to SL Lower Platform	88	Orange	
XXXX	Fly In	Fireplace	Lineset 4	As Pamela crosses back down to the hotel room	91	Green	Knuckle Buster
XXXX	Fly Out	Fireplace	Lineset 4	After Pamela exits DSR	95	Orange	
XXXX	Fly Out	Hotel Sign	Lineset 19	After Pamela exits DSR	95	Orange	
XXXX	Shift Offstage	Reception Bell	DSL	After Pamela exits DSR	95	-	
XXXX	Shift Offstage	Guest Book	DSL	After Pamela exits DSR	95	-	
XXXX	Shift Offstage	Pen/Pencil	DSL	After Pamela exits DSR	95	-	
XXXX	Shift Offstage	Telephone	DSL	After Pamela exits DSR	95	-	
XXXX	Shift Offstage	Podium	DSL	After Pamela exits DSR	95	Orange	
XXXX	Shift Offstage	Hotel Bed	DSL	After Pamela exits DSR	95	Green	
XXXX	Shift Offstage	Hotel Tray	DSR	After Pamela exits DSR	95	-	With Milk Tumbler and Whiskey Glass
XXXX	Shift Offstage	Side Table	DSR	After Pamela exits DSR	95	Green	

