

SPACE & SET UP

LOBBY & CONCESSION	CAST	WARDROBE
pipe & drape assembled at end of wardrobe - to block hallway	photos on wall	Coat rack for campers bags
metal rack to be assembled for merch		Extra fabric draped
white ikea cabinet placed on a primary school table that is covered with black / blue material (for Merch)		empty tote for Lost & Found (Jenn print label)
2x2 signs "welcome, razzmatazz" placed on easels, in space		
merch set up on white cabinet & metal rack		
table & white merch shelf		
unpack TV - find remote (Jenn download images)		
hang glittery fabric from frames to provide a perimeter of VISTO (without covering office door entrance, entrance to visto hall, cast picture wall or access to		
black backdrop frames assembled		
pipe & drape bag - assemble		
Cash box in drawer of white ikea cabinet		
ON AIR Sign beside interview area		
TV on stand		
DISPLAY:		

VISTO hoodies		
bucket hat - displayed on manequin head		
buttons - large and small separately		
tattoos		
jibitz		
socks		
Seuss hats		
Lion King puppets		
Take Action key chains		
bubble machines placed in between doors extension cord		
bubble juice placed in tote & under stage for access		
metal stands for signage _ wash stands (Jenn print signs)		
self tape lights assembled - 2 black totes (soft shell)		
Directors chair		
clapboard		
Table cloths for hallway & bulletin boards - it's a longer hall for 2026 (‘swoop’ onto ceiling tile metal frames - a few together and spaced out between)		
CAST WALL:		
prop up black frames (for staff photos)		
use orange and blue tulle around 3 sides with marquee sign		
wash photo wall		