

Nottingham New Theatre Show Running Order and Calls

Where	Time (Evening)	Time (Matinee)	Call
Backstage	6:55	1:25	<i>"Ladies and Gentlemen this is your half hour call, 30 minutes please"</i>
Backstage	7:10	1:40	<i>"Ladies and Gentlemen this is your fifteen minute call, 15 minutes please"</i>
Backstage	7:15	1:45	<i>"Ladies and Gentlemen this is your ten minute call, 10 minutes please"</i>
Backstage	7:20	1:50	<i>"Ladies and Gentlemen this is your five minute call, 5 minutes please"</i>
FoH	<i>On open (~7:20)</i>	<i>On open (~1:50)</i>	<i>"Good evening (afternoon) Ladies and Gentlemen and welcome to the Nottingham New Theatre. This evening's (afternoon's) performance of <show name> is scheduled to start in 10 minutes, the house is now open"</i>
Backstage	<i>On open (~7:20)</i>	<i>On open (~1:20)</i>	<i>"Ladies and Gentlemen the house is now open, please do not cross the stage"</i>
FoH	7:24	1:54	<i>"Good evening (afternoon) Ladies and Gentlemen and welcome to the Nottingham New Theatre. This evening's (afternoon's) performance of <show name> will begin in five minutes"</i>
Backstage	7:25	1:55	<i>"Ladies and Gentlemen this is your beginners call for Act One. Beginners to the stage please: <Joe, Billy, Mr Bloggs>. Standby stage management and technical staff"</i>
FoH	7:26	1:56	<i>"Good evening (afternoon) Ladies and Gentlemen and welcome to the Nottingham New Theatre. This evening's (afternoon's) performance of <show name> will begin in three minutes, please make your way into the auditorium now."</i>
FoH	7:28	1:57	<i>"Good evening (afternoon) Ladies and Gentlemen and welcome to the Nottingham New Theatre. ...safety stuff... Please turn off your mobile phones and ensure you are seated in the auditorium as the show will begin in one minute."</i>
Backstage	<i>On start</i>	<i>On start</i>	<i>"Lights up on Act One."</i>

For small audiences it may be preferable to open the house later than 15 minutes before start.

FoH	<i>End of Act One</i>		<i>"Ladies and Gentlemen there will now be a fifteen minute interval, please can you leave the auditorium for its duration. Refreshments will be available in the foyer."</i>
Backstage	<i>5 mins prior to Act Two</i>		<i>"Ladies and Gentlemen this is your beginners call for Act Two. Beginners to the stage please: <Joe, Billy, Mr Bloggs>. Standby stage management and technical staff"</i>
FoH	<i>3 mins prior to Act Two</i>		<i>"Ladies and Gentlemen, Act Two of <show name> is about to begin. Please make your way back into the auditorium now."</i>

