

**Front of House**

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**Facilit** **nformation.**

## **Security Procedure**

### **Procedure for security Theatre 2 and the US**

CoTA Events & Production  
prior to or after an Event

#### ***Event/Performance:***

1. Prior to an Event  
meet with House  
from the house
2. House Manager  
must secure the
3. Individuals require  
the backstage
4. At the conclusion  
individual must  
procedures. The  
Faculty/Staff supervisor  
or designated individual  
Production Services
5. The stage manager  
stage portion of
6. Any concerns require  
Services through
7. If an emergency  
Production Services  
personnel has
8. The stage manager  
and placing the

#### ***Rehearsal/Load-In:***

1. The stage manager  
the closing procedure
2. The stage manager  
*Exceptions:*
  - A. The director
  - B. A group of  
faculty/staff  
this individual
3. The stage manager  
and placing the