

## Production Meeting Report

Rehearsal Information	
<b>Date:</b> <b>Location:</b> <b>Start Time:</b> <b>End Time:</b>	<b>Attendance:</b>  <b>Absent/Late:</b>
<b>Meeting Activities:</b>	
<b>Next meeting:</b>	
<b>Date:</b> <b>Time:</b> <b>Location:</b>	

Notes	
<b>General:</b>	
<b>Director:</b>	
<b>Scenic:</b>	
<b>Technical Direction:</b>	
<b>Paints:</b>	
<b>Lights:</b>	
<b>Costumes:</b>	
<b>Props:</b>	
<b>Sound:</b>	
<b>Marketing:</b>	
<b>Stage Management/ Production Management:</b>	
<b>Actor Student Representative</b>	
<b>Rehearsal Mood:</b>	

Production:  
 SM Name:  
 Director:  
 Earlham Theater Arts Department (Term, Year)

Production:

SM Name:

Director:

Earlham Theater Arts Department (Term, Year)