

STAGING EQUIPMENT CHECKLIST

Decks, truss, risers and safe load-in

Stage builds live and die on details. Tick your requirements below so we can lay out decks, truss and access before load-in day.

STAGE LAYOUT

Size the deck around the show, not the other way around.

- ☐ Stage size and shape (width, depth, thrust or runway)
- ☐ Stage height and any sightline requirements
- ☐ Band risers, drum riser and choir risers
- ☐ Head table, podium and award-presentation space
- ☐ Backstage, quick-change and green room areas
- ☐ Set changes or reveals during the program

ACCESS & SAFETY

Everyone has to get on and off the stage safely.

- ☐ Stairs with handrails at each access point
- ☐ ADA ramp or lift access
- ☐ Guard rails and skirting on all open edges
- ☐ Non-slip surface or stage carpet
- ☐ Cable ramps and taped runs across walkways
- ☐ Fire marshal and venue safety approvals

TRUSS & RIGGING

Everything overhead needs a signed-off plan.

- ☐ Ground-support truss or venue rigging points
- ☐ Motors, chain hoists and rigging plot
- ☐ Point loads and venue weight limits confirmed
- ☐ Header truss for banners, screens or scenic
- ☐ Certified riggers scheduled for load-in and out

LOGISTICS

The schedule that keeps the build on time.

- ☐ Load-in and load-out windows

- ☐ Dock access, door sizes and freight elevator
 - ☐ Crew call size and stagehand labor
 - ☐ Rehearsal and technical run-through time
 - ☐ Strike plan and overnight security if needed
-

NOTES

START A QUOTE

Call 504-837-1527 / 877-597-2595 | sales@abstractproductions.net
abstractproductions.net/contact?service=staging