- Audition dates and pickup rehearsals are NOT part of the theater use schedule and must be separately requested and approved by the JL Theater Manager Dan Schrader. They may not necessarily be in the theater. The PPF Board designated James Lee scheduling representative must be copied (via email) on any additional theater/non-theater use time requested/approved by the Theater Manager for a production.
- Theater use time is our most precious resource, Production Teams (Producer, Director, Designers) shall not cancel theater use time without fully consulting with one another (to see if the theater needs to be accessed by another part of the production team) and notifying the Theater Manager and the PPF Designated Scheduling Rep via email at least two days prior to cancellation to allow for staffing change notices. It is the expectation of the PPF Board that all scheduled weekend theater use time will be utilized by the productions without cancellation.

Summary Guide: Production Cycle and Key Production Dates

	Spring Production
Production Cycle	5/9/22 to 6/26/22
(Stage Access)	
Set Build	5/14/22 and 5/15/22
Tech Weekend	5/20, 5/21, 5/22/22
Performance Dates	Preview 6/9, 6/10, 6/11, 6/12 (mat), 6/16 (Thur), 6/17, 6/18, 6/19 (mat), 6/23 (Thur), 6/24, 6/25
Strike Date	6/26/22

April 2022						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday 2 Theater
3 Ramadan Begins	4 Auditions Italian Café 6:30 PM	5 Auditions Italian Café 6:30 PM	6 Call Back Auditions Italian Café 6:30 PM	7	8	9
10	First Read through during week of 11th. TBD	12	13	14	15 Good Friday	16
17 Easter	18	Zoom table work Week of 18 th TBD.	20	21	22	23
24	25	Zoom table work Week of 18 th TBD.	27	28	29	30

May 2022						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Ramadan Ends	3 Eid al Fitr	4 Eid al Fitr	5	6	7
8 Mother's Day	9 PPF Theater Use Rehearsal 6:00 PM –10PM	10 PPF Theater Use Rehearsal 6:00 PM –10PM PPF Play Reading Happy Hour Night	11 PPF Theater Use Rehearsal 6:00 PM –10PM	12 PPF Theater Use Rehearsal 6:00 PM –10PM	13	14 PPF Theater Use Set Build Weekend 9:00 AM –10 PM
15 PPF Theater Use Set Build Weekend 9 AM – 5 PM	16 PPF Board Meeting	17 PPF Theater Use Rehearsal 6:00 PM –10PM	18 PPF Theater Use Rehearsal 6:00 PM –10PM	19 PPF Theater Use Rehearsal 6:00 PM –10PM	20 PPF Tech Set Up 6:00 PM –10 PM	21 PPF Theater Use Rehearsal Tech Weekend 9:00 AM –10 PM
22 PPF Theater Use Rehearsal Tech Weekend 9:00 AM –10 PM	23 PPF Theater Use Rehearsal 6:00 PM –10PM	24 PPF Theater Use Rehearsal 6:00 PM –10PM	25 PPF Theater Use Rehearsal 6:00 PM –10PM	26 PPF Theater Use Rehearsal 6:00 PM –10PM	27 PPF Theater Use Rehearsal 6:00 PM –10PM	28 No Access James Lee Closed
29 No Access James Lee Closed	30 Memorial Day	31 PPF Theater Use Rehearsal 6:00 PM –10PM				

	June 2022					
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 PPF Theater Use Rehearsal 6:00 PM –10PM	2 PPF Theater Use Rehearsal 6:00 PM –10PM	3	4 PPF Theater Use Dress Rehearsal 9:00 AM – 10 PM
5 PPF Theater Use Dress Rehearsal 9:00 AM – 5 PM	6 PPF Theater Use Dress Rehearsal 5 PM – 10 PM	7 PPF Theater Use Dress Rehearsal 5 PM – 10 PM	8 PPF Theater Use Dress Rehearsal 5 PM – 10 PM	9 PPF Student & Senior Preview Performance 7PM 5:00 PM –11PM	10 PPF Performance 7:30 PM Use 5PM –11PM	11 PPF Performance 7:30 PM Use 5PM –11PM
12 PPF Theater Performance 2:00 PM Use 12 PM –6 PM	13 PPF ANNUAL MEETING	14	15	16 PPF Performance 7:30 PM Use 5PM –11PM	17 PPF Performance 7:30 PM Use 5PM –11PM JLCC Closed	18 PPF Performance 7:30 PM Use 5PM –11PM JLCC Closed
19 Father's Day Juneteenth PPF Theater Performance 2:00 PM Use 12 PM -6 PM JLCC Closed	20 PPF Board Meeting	21	22	23 PPF Performance 7:30 PM Use 5PM –11PM	24 PPF Performance 7:30 PM Use 5PM –11PM	25 PPF Performance 7:30 PM Use 5PM –11PM
26 PPF Theater Set Strike 9AM-5 PM	27	28	29	30		