



Closing Procedure

1. Turn off light board.

(Browser 🡪 “Power off Device” 🡪 “Ok” 🡪 “Shutdown”)

1. Go upstairs through backdoor of Theatre 2. (Bring a flashlight)

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1. Turn off dimmers (Labeled “Main”)
2. Turn off breaker (Giant silver switch on wall)

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1. Turn off upstairs lights (Switch next to doors to upstairs green room)



1. Find your way to door to leave. Make sure that it is locked behind you. (At night it will be more difficult than the photo indicates.)

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1. Return through backdoor of Theatre 2. Also make sure that it is locked behind you.



1. Close elephant and both doors. Make sure they doors are locked.

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1. Turn off Theatre 2 lights (and exterior, lobby or any other lights.)



1. Exit the building. Lock door front door.

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