

Your School Name or Theatre Troupe/Company Name Rehearsal Report

Production Information			
Show Title		Director of Rehearsal	
AD		Stage Manager	

Rehearsal Day & Date		Rehearsal Location	
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Attendance Info			
Present			
Absent Excused		Absent Unexcused	
Late		Notes	

Rehearsal Details	
What was Scheduled to Cover at Rehearsal <i>(Scenes / Page #s / Songs / Choreography ...)</i>	
Rehearsal Recap & Notes of What Was Actually Covered	

Production Team Notes			
Script		Stage Manager / ASM	
Set		Lighting	
Stage Crew		Props	
Costumes		Hair / Makeup	
Sound		Budget	
Publicity / FOH		Other Notes	

Next Rehearsal			
Next Rehearsal Date		Next Rehearsal Location	
Next Rehearsal Material to Be Covered			
Notes for Next Rehearsal			

Rehearsal Report Info			
<i>Rehearsal Report Date</i>		<i>Rehearsal Report Submitted By</i>	