

First of all, I'd like to address some disparaging remarks about my person made by some of the people involved in our Halloween endeavor. I am not a "Halloween Nazi" as I've been so elegantly referred to. Nor do I approach this with a militaristic attitude or with dictatorial impunity. This is merely a fun little get together for the kiddies. That's all.

That said - onto the business at hand. Pay attention.

### **Tonight:**

Pumpkin Carving will commence at 7:00 @ Kelly's House (Site #1). Be prompt. We have 8 pumpkins total. I'm bringing 2 carving kits, each with 10 patterns to choose from. Patterns can also be found on the internet at a variety of sites, most notably <http://www.jack-o-lantern.com>. Feel free to choose your own patterns, and submit them for my approval prior to 5 PM tonight. We will also be setting up the fire on a first pass trial run.

Lesley - bring your carving tools

Kali - bring your box fan

Kim - find a milk crate

Laura - please come prepared to discuss your gypsy outfit with a brief demo

I expect carving to take 3 hours in toto. Please plan accordingly. All carving should be finished by then. If not, those designs should be submitted at that time as completely as possible without sacrificing artistic integrity. If this presents a problem or you have an idea which may extend past the time limit, accommodations should be made. Please contact me ahead of time.

### **Wednesday Night:**

The witching hours are from 5-7, but as we all know, they do extend almost until 8. I start preparations around 3:00 PM. Fortunately, a lot of the work has been done already, thanks to Lesley, Kim and Kali. I understand naturally that work may interfere, and you may not arrive until 4:00 or so - that's fine - these things happen. Kali, you've mentioned perhaps working late on Tuesday - this is unacceptable. I see no way your gypsy performance won't suffer - you'll have to make other arrangements. That goes for all of you - make sure you get plenty of rest.

Here's a quick rundown of setup, duties and responsibilities.

### **SETUP:**

**Walkway:** Dubbed the *Walk of Fear* - the walkway should be lined with decorative Halloween bags, alternating black and orange. They should not be closer than 3 feet together, and should be filled with sand to accommodate windy conditions. Tealight candles should be placed inside these bags. Should conditions prove too windy to keep candles lit, alternate accommodations will be made.

**Front yard** (left facing house): *Cemetery of Doom*. This comprises the gravestones and the scarecrow, with sufficient cobwebbing to produce a spooky effect. A certain amount of rustling leaves should be present to stir the imagination. Also where the majority of polaroids will be taken.

**Front yard** (right facing house): *Lands of Foretelling*. This area is reserved for the gypsy table. The table will have a tablecloth on it, manned by a spooky gypsy with a deep voice. This gypsy will tell fortunes and read palms to the delight of children young and old. Laura and Kali will man this table in shifts, staying in character at all times. Laura and Kali should never be seen together, of course - this would dramatically lessen the effect. (NOTE: Due to spatial considerations, this table MAY need to be moved to the *Cemetery of Doom*).

**Steps:** *Climb of Disaster*. The steps should have the jack-o-lantern of choice at the left (facing house) topmost step. This is eye level for many of our younger patrons and has been proven through survey to be

the optimum placement. Steps should be lit reasonably well, but not so much as to compromise the ambiance.

**Back Porch:** *Entrance of No Escape.* This room is the mainstay of our endeavor. The back porch will supervise the giving of candy - bringing it out to the steps when necessary for the younger kin. It will also house the fake Michael Myers, the fog machine, the strobe light (all right facing house), as well as jack-o-lanterns on sills and the Blinking Eye Bags™. The porch will also have the speakers for the spooky sounds. It may also contain cobwebs for enhancing the mood as well as restricting access.

**Lisa's/Kelly's Room:** *Pit of Fire.* These rooms will each have one sheet, one fan and one lighting configuration. Someone should occasionally ensure accurate fire portrayal.

**Roof:** *Mount of Terror.* Michael Myers/Scream Ghost will reside on the roof with a spotlight shining on him or her. The entity will be flanked by the aforementioned fire, thus creating an air of mystery and terror. Wear non slip shoes.

### **DUTIES/RESPONSIBILITIES**

**Keith/Kim** (*Team Christmas*). These two will split the Michael Myers/Scream Ghost duties. Alternating on the roof and patrolling the grounds, these being will strike fear into everyone's heart.

**Kali/Laura** (*Team Penumbra*). These two will split the gypsy/candy handing duties.

**Kelly/Lisa** (*Team McCoy*). These two will split the greeting/candy handing/photography duties.

I believe that sums things up. If anyone doesn't understand their responsibilities as I've explained them, please reply to me under separate cover. And remember - have fun!

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