

**PERFORMANCE INJURY REPORT**

(Do not remove from handbook. Use for photocopying, if needed.)

Every injury to a crew member, patron or actor that results in a performance cancellation or intervention by MERT must be documented on the following form.

Please submit the form to Nigel Maister not later than 24 hours after the injury.

**NAME OF INJURED** \_\_\_\_\_ **TEL. NUMBER:** \_\_\_\_\_

**DATE OF INJURY** \_\_\_\_\_ **PRODUCTION** \_\_\_\_\_

**DESCRIPTION/NATURE OF INJURY** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**HOW DID THE INJURY OCCUR?** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**INJURED PARTY WAS (circle the appropriate):**    A STUDENT    STAFF MEMBER    GUEST/VISITING ARTIST/PATRON

**IF A STUDENT, WAS S/HE AN (circle the appropriate):**    ACTOR    CREW MEMBER    AUDIENCE MEMBER

**WHAT STEPS WERE TAKEN AFTER THE INJURY OCCURRED (provide names, if possible)?** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ADDITIONAL COMMENTS BY STAGE MANAGER:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**SIGNED/DATE (FRONT-OF-HOUSE MANAGER)**

**SIGNED/DATE (STAGE MANAGER)**

\_\_\_\_\_

\_\_\_\_\_