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THE ROYAL FILM PERFORMANCE  
1960

In The Gracious Presence of  
H.R.H. THE PRINCE PHILIP, DUKE OF EDINBURGH  
H.R.H. THE DUCHESS OF KENT  
H.R.H. THE PRINCESS ALEXANDRA OF KENT

To Aid The  
Cinematograph Trade Benevolent Fund

Odeon Theatre  
Leicester Square  
London W.C.2.

PROGRAMME FOR THE ROYAL FILM PERFORMANCE  
AT THE ODEON THEATRE, LEICESTER SQUARE  
MONDAY, 28TH MARCH, 1960

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- 19.15 Theatre opens with GERALD SHAW at the organ.
- 19.35 GERALDO and his orchestra
- 20.00 Closed circuit television broadcast by Southern Television Limited.  
Commentaries by Peter Haigh and Audrey Russell.
- 20.25 H.R.H. THE DUKE OF EDINBURGH  
H.R.H. THE DUCHESS OF KENT  
H.R.H. THE PRINCESS ALEXANDRA OF KENT  
~~LORD AND LADY BRABOURNE~~  
SQUADRON LEADER JOHN SEVERNE  
  
SUPERINTENDENT KELLY  
  
leave Buckingham Palace.
- 20.30 Arrive at Odeon Theatre, Leicester Square.  
HIS ROYAL HIGHNESS will be received on the pavement by the  
General Manager (MR. PETER HALL) and in the foyer by the President  
of the Cinematograph Trade Benevolent Fund, THE LORD RANK, who  
will present:-  
  
MR. RALPH S. BROMHEAD (Chairman of the Fund)  
SIR PHILIP WARTER (Trustee of the Fund)
- A bouquet will be presented to THE DUCHESS OF KENT by  
MISS PHILIPPA HEATON-RENSHAW, god-daughter of Mr. Ralph S. Bromhead,  
and to PRINCESS ALEXANDRA by MISS SALLY WINCKLES, daughter of  
Mr. and Mrs. Kenneth Winckles.
- The Royal Party proceed to the circle lounge.
- Presentations of those listed in the appendix will then be made to  
THE DUKE OF EDINBURGH by LORD RANK, to THE DUCHESS OF KENT by  
MR. BROMHEAD and to PRINCESS ALEXANDRA by SIR PHILIP WARTER.
- 20.40 Royal Party enter auditorium.
- Fanfare sounded by the Trumpeters of The Life Guards who appear by  
permission of Lt. Col. The Marquess Douro, M.V.O., O.B.E., M.C.,  
Lieutenant Colonel commanding the Household Cavalry.
- National Anthem.
- "Donkey Serenade" - Geraldo and his Orchestra.
- 20.45 "Sporting Life" presented by Hillcrest Productions in Eastmancolour.
- 21.03 "Polygamous Polonius" - a Biograph Cartoon Films Production in  
Technicolour.
- 21.12 Stage presentation "All The World's A Screen..." devised and  
produced by Vivian Cox, script by Leslie Bricusse.  
Personal appearances of International Artistes.

21.27 The film - "The Last Angry Man" - a Fred Kohlmar Production by Columbia Pictures Corporation Limited, in black and white, starring Paul Muni and David Wayne with Betsy Palmer.

23.07 National Anthem.

Royal Party leave the Odeon Theatre.

Dress

Full Evening Dress  
Decorations (miniatures)  
No gloves for Gentlemen  
White gloves for Ladies.

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APPENDIX

British Stars

Noel Coward  
Charlie Drake  
~~Lawrence Harvey~~  
Carole Lesley  
Kenneth More  
Anthony Newley  
Cliff Richard  
Terry Thomas  
John Mills.  
J. Pimm

Foreign Stars

Antonio  
Leslie Caron  
Mylene Demongeot  
Nancy Kwan  
Ruth Leuwerik  
Kim Novak  
Yoko Tani  
Marina Vlady  
Mai Zetterling  
Marla Landi  
Cox.

✓ K. Mure  
✓ Marla Landi  
✓ Nancy Thomas.  
✓ Nancy Kwan  
✓ Anthony Newley  
Ruth Leuwerik  
Antonio  
Carole Lesley  
Charlie Drake  
Yoko Tani  
Cliff Richard  
Mai Zetterling  
Marina Vlady  
Noel Coward  
Mylene Demongeot  
Leslie Caron  
Kim Novak  
John Mills  
~~John Pimm~~  
V. Cox.

APPENDIX

- Sir Michael and Lady Balcon  
Immediate Past-Chairman of the Society of Film and Television Arts.
- Mr. and Mrs. Alfred Davis  
President of the Cinematograph Exhibitors' Association.
- ~~Mr. and Mrs. Walt Disney~~
- Mrs. S. Dunning  
One of our Pensioners and widow of a cinema manager who served the Industry for nearly 50 years.
- W.J. Ellison, Esq.  
Secretary of the Society of Cinema Managers.
- Mr. and Mrs. George Elvin  
General Secretary of the Association of Cinematograph Television and Allied Technicians.
- Mr. and Mrs. M.J. Frankovich  
Chairman of Columbia Pictures Corporation Limited (Great Britain) and Vice-President of Columbia Pictures Corporation (International)
- Mr. and Mrs. Kenneth Hargreaves  
Managing Director of Columbia Pictures Corporation Limited (Great Britain).
- Frank Hill, Esq.  
Honorary Treasurer of the Cinematograph Trade Benevolent Fund.
- Mr. and Mrs. Frank Hoare  
President of the Association of Association of Specialised Film Producers.
- Fred Kohlmar, Esq.  
Producer of "The Last Angry Man".
- Mr. and Mrs. Wyndham Lewis  
Chairman of the South Wales and Monmouthshire Committee of the C.T.B.F.
- F. Pereira, Esq.  
Resident at our home "Glebelands" in Wokingham. Aged just on 90, he had a distinguished career as Camera Operator in the early days of the Industry, and was in the 1924 Everest Expedition.
- Lord and Lady Radcliffe  
Chairman of the Film Selection Committee.
- Mr. and Mrs. Douglas Richards  
Immediate Past-President of the Cinematograph Exhibitors' Association.
- Mr. and Mrs. Ted Willis  
Member of the Television and Screen Writers Guild.
- Mr. and Mrs. Kenneth Winckles  
Assistant Managing Director of the Rank Organisation.

ROYAL FILM PERFORMANCE

GENERAL CUE SHEET

19.00 hrs.	Standby	Main Tabs closed full House Lights
19.15 hrs.	Doors Open	Gerald Shaw Organ (under pit)
19.35 hrs.	Geraldo & Orchestra	Lift up, Music stand Lights on. Box Spot M.D.
20.00 hrs.	Closed Circuit Television	Lift Down Stand Lights off Box Spot out Stage Lighting out House Lights to half check
20.20 hrs.	Orchestra Back In Pit	
20.30 hrs. approx.	Arrival of Royal Party Proceed to Lounge for presentations.	Pay Box (Mrs. Wird- nam advise stage - House Phone ext. 21)
20.40 hrs. approx.	T.V. End on Peter Haigh's closing line	Close Tabs Lower Blue Back Drop Trumpeters on stage. Lift up to half. Music Stand Lights on House and stage lighting full up - open tabs.
ON CUE Amber Light	Fanfare	
ON CUE Green Light	National Anthem	
End of National Anthem	Tabs Close Trumpeters off Stage Band play "Donkey Serenade"- settling music - During playing of "Donkey Serenade" all lights slowly fade - leaving Blue Float - Lift down slowly Box shoot "Sporting Life"	
End of "Sporting Life"	Drop in reds Add Red Float Box Shoot "Polygamous Polonius"	
End of "Polygamous Polonius"	As main Tabs close Managers Position Mikes	

SEE STAGE CUE SHEET

Continued.....



ROYAL FILM PERFORMANCE

GENERAL CUE SHEET Continued

End of  
"All The World's a Scrcen"  
Managers assist stars from stage  
and remove Mikes  
Managers supervise stars progress  
through stalls and thence to  
seats in Circle.

ON CUE  
Box Shoot  
"THE LAST ANGRY MAN"

22.45  
Orchestra Back in Pit  
Trumpeters - Standby

End of  
Feature  
Close Main Tabs  
Drop Blues-  
Set Trumpeters.  
Lift up to half -  
Stage Lighting on -  
Tabs open  
National Anthem  
----bring House lights to full up.

End of  
National Anthem  
Close Main Tabs -  
Playout Music.

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ROYAL FILM PERFORMANCE

MANAGERS' DUTY DETAIL

Vestibule

Mr. Hall, Mr. Ingledew, ~~Mr. Kite~~ MR. D. FRANCIS.

Mr. Frith and Mr. Money - Presentee Escort  
Miss Shellard to assist.

Circle Liaison and Cues

Mr. Dobbs

Reception Area Entrance

Mr. Dowsey

Stalls

Mr. Bignell and Mr. Robertson

Circle Lounge

Mr. Simpson and Mr. Thornton

Front Circle

Mr. Palmer and Mr. Archer

Back Circle

Mr. Kite

Royal Enclosure

Miss W. Smith - In attendance Miss Graham & Miss Kanaar  
Mr. Simpson and Mr. Thornton to assist Miss Smith with  
Presentee Line-up.

Visiting American Managers

Mr. Sidi, Mr. Morgan, Mr. Gaiton to assist in vestibule.  
Mr. Brister to assist in Stalls.  
Mr. O'Grady to assist in Back Circle.

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At the Managers' Briefing on Monday 28th March at 2.30 p.m.,  
Managers' personal duties will be outlined in detail to cover the  
following points:

(a) Vestibule Duties

Managers detailed for the Vestibule will in the main carry  
out normal reception duty, controlling entry of the public  
and politely insisting that patrons should go straight to  
their seats, pointing out to the public that they will get  
a better view of the proceedings from their seats, as  
closed circuit large screen television is covering the  
arrival of the Royal Party, together with the notabilities,  
film stars, etc.

When the Royal Party has entered the Circle Lounge,  
Mr. Dowsey and Mr. Frith will be held responsible for  
dealing with the late-comers, and ensuring that nobody  
enters the Auditorium until after the playing of the  
National Anthem, when the reception area may be cleared.

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ROYAL FILM PERFORMANCE

Managers' Duty Detail continued

(b) Reception Area Entrance

When the Reception Area is in position Mr. Dowsey will be required for duty on the entrance to ensure that only V.I.P's and Presentees use this entrance for entry to the Circle.

Mr. Frith, Mr. Money and Miss Shellard will act as Presentee Escort, escorting the people concerned to the Presentees' Cloakroom in the Circle Lounge.

At a given signal this area must be kept completely clear, awaiting the arrival of the Royal Party.

(c) Stalls - Mr. Bignell and Mr. Robertson

The above Managers will be on duty in the Stalls to ensure the smooth running and seating of the Audience, and to be available to assist in the Vestibule should it become necessary to control the public to avoid congestion.

At the conclusion of the programme the above Managers will be responsible for ensuring that no member of the audience leaves via the back stalls exits until the Royal Party has left the Theatre.

(d) Circle Lounge - Presentation Area I/C Miss W. Smith

Mr. Slapson and Mr. Thornton will be required to assist Miss W. Smith in the presentation area.

(e) Front Circle and Back Circle

Mr. Palmer and Mr. Archer in the Front Circle, and Mr. Kite in the Back Circle will be responsible for the control of the audience into this area, ensuring that the audience is seated and all gangways completely cleared before the entry of the Royal Party.

At the conclusion of the programme the above managers will be responsible for holding the audience until the Royal Party has left the Theatre.

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BARRIERS

Vestibule The Royal Enclosure barrier (See Plan A) will be erected at opening, and will be dismantled on the commencement of the feature film.

Circle Lounge The Royal Enclosure Circle Lounge barrier will be erected as at time of opening and will be dismantled on commencement of the feature film.

PRESENTEES

Miss Smith will be responsible for the presentation "line-up" and the bouquet arrangements.

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ROYAL FILM PERFORMANCE

STAFF ARRANGEMENTS

- Male Staff and Cashiers: To report for duty at 10 a.m.
- Female Staff - Usherettes: To be in the theatre, not necessarily in uniform, by 5 p.m.
- Full Staff Parade in Circle Lounge at 6 p.m.
- Cloakrooms, including Presentee Cloakroom: To be manned by Cashiers and Sales Staff. To be closed down by 8.10 p.m.
- Toilets: Attendants will be on duty in all Toilets. Theatre staff to be augmented by attendants from other Theatres.
- Accommodation: Dressing rooms and Cloakrooms - See attached list.
- Commissionaires: See attached list
- Sales Kiosk: The Sales Kiosk will be open at 6 p.m.
- Programme Bases: Nine in number, to be situated at locations within the Theatre. This will be supervised by 12 Stewards who will also assist in feeding the programmes to the 24 Programme Sellers.
- Television and Newsreels: Full rota newsreel coverage, together with closed circuit large screen television, will operate.

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ROYAL FILM PERFORMANCE

CATERING ARRANGEMENTS

F.I.P.C. Press Bar: F.I.P.C. Press Bar will be accommodated in the Reception Room.

Visiting Managers' Refreshments: In House Manager's Office.

Dressing Room No. 1 Green Room - Stars

Canteen: Coffee and light refreshments will be available at the Canteen for all personnel accommodated backstage and including all Theatre staff.

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TELEPHONES

Telephones: (Coin Boxes) will be available at the Stage Door and Theatre Vestibule.

Telephone Exchange: Will be in operation from 9.30 a.m. until 11.15 p.m. when the following direct lines will be left in operation:

General Office

B. Pay Box

House Manager's Office.

Two extra lines will be available (for the Press) in the Reception Room, making four in all.

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ROYAL FILM PERFORMANCE

F.I.F.C MEMBERS DUTY DETAIL

<u>Roving</u>	David Jones R. J. B. Kenderdine Alan Tucker
<u>Artistes</u>	Theo Cowan Lee Langley
<u>Press and Presentation Lounge</u>	Ken Allen Charles Berman Jerry Lewis
<u>Entrance Foyer</u>	Harry Pease Arthur Allighan Theo Richmond
<u>Press Bar</u>	Tony Tenser Leonard Samson
<u>Television &amp; Newsreel</u>	Tony Hill E. M. Robertson Douglas Bodkin Bob Webb
<u>Auditorium</u>	Joe Pole
<u>Pavement</u>	Peter Barnes Jack Upfold
<u>Rota Photographers</u>	Bill Batchelor
<u>Dresses</u>	Catherine O'Brien Jenifer Coles

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ROYAL FILM PREMIERE

ACCOMMODATION - DRESSING ROOMS

BACK STAGE: Enter Theatre via Stage Door

DRESSING ROOMS:

No. 1 Green Room - Stars  
No. 2 Canteen  
No. 3 )  
No. 4 ) Canteen Dining Rooms  
No. 5 Usherettes  
No. 6 Usherettes  
No. 7 Cashiers

FRONT OF HOUSE:

Male Staffroom	Television Control and Male Staff
Reception Froom	F.I.F.C. Reception
General Manager's Office	Control Room
House Manager's Office	Visiting Managers
General Office	Programme Sellers and Stewards
Alhambra House Basement	Police, Commissionaires, St. John's Ambulance Corps
Pay Box 'A'	Theatre Telephone Liaison (Mrs. Wirdnam)
Pay Box 'B'	Telephone Police F.A. Control

Coat racks will be required for General Office, Circle Lounge and Gentlemens Toilet.

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ROYAL FILM PERFORMANCE

COMMISSIONAIRES

TOTAL NUMBER REQUIRED: 34

4 W/O and 30 Sgts., 34 in all, sub-divided into four parties as detailed below.

PARTY NO. 1: I/C W/O Hiscock

W/O and 5 Sgts. deployed as follows:-

- 1 - Alhambra House, Basement
- 1 - Stage Door
- 1 - Basement Entrance
- 2 - Front Stalls Exits (Auditorium)

PARTY NO. 2: I/C W/O Blackton

W/O and 8 Sgts. deployed as follows:-

- 4 - Vestibule, Crowd Control
- 4 - Barrier Control

PARTY NO. 3: I/C S/M MacDonald

W/O and 3 Sgts. deployed as follows:-

- 4 - Outer Vestibule, to be used for crowd control if required.

PARTY NO. 4: I/C W/O Massey

W/O and 14 Sgts. deployed as follows:-

- 7 Circle Lounge, and to be used for crowd control if required, see Plan B.
- 1 - In Back Circle
- 6 - Barrier Control

All Commissionaires to report for duty on 28th March, 1960 at 6.30 p.m. No. 1 Party and No. 3 Party to take up positions immediately. No. 2 and No. 4 Parties to stand-by in Back Stalls. Where required No. 2 to take up positions in Vestibule (See Plan A). No. 4 to take up positions in Circle Lounge (See Plan B).

At the conclusion of the performance Parties No. 2 and 4 to take up positions as detailed in Plans A and B to cover departure of Royal Party. It is of course understood that Parties No. 2 and 3 will maintain their positions until notified by the management, i.e. when audience has left the Theatre at the conclusion of the performance.



ROYAL FILM PERFORMANCE

TRAFFIC ARRANGEMENTS

Leicester Square will be closed for normal traffic and the following arrangements have been made with the police:-

(1) Setting Down

Cars CAN ONLY approach by way of Irving Street, South and West sides of Leicester Square and set down facing South outside the Odeon Theatre.

(2) Priority Parking Route

Arrangements have been made with West End Central Police Station for 60 cars to park in Leicester Square, Leicester Street and Leicester Place, and 60 labels have been issued. These labels are designed with the Odeon Red 'O' with two horizontal black lines, and numbered 1-60 inclusive, and marked "Priority Parking Route".

(3) Great Newport Street Car Park

Great Newport Street Car Park has been made available for parking in connection with the Royal Film Performance, and 100 special windscreen labels have been issued designed as follows - Odeon Red 'O', numbered 1-100 inclusive, and marked "Great Newport Street Car Park".

Police will assist drivers using these labels

(a) after setting down, to proceed to Great Newport Street Car Park

(b) to enable drivers of these cars to proceed from Great Newport Street Car Park to the Odeon Theatre at the close of the performance.

(4) In addition to the above arrangements 500 windscreen labels have been issued with a plain Red Odeon 'O' which do not entitle users to any priority parking, but will act as identification for the Police to assist drivers using these labels to proceed to and from the Odeon Theatre.

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