



Job Number
# _____
File Name (if known)
# _____

# DESIGN REQUEST FORM

Name: \_\_\_\_\_ Department: \_\_\_\_\_

Today's Date: \_\_\_\_\_ Request Type:  New Project  Update  Reorder

Target Deadline: \_\_\_\_\_ Who needs to approve this?: \_\_\_\_\_  
*Please allow 2 weeks until deadline* *For complex projects, please schedule a meeting with designer and communications manager and any other stakeholders.*

Project Title: \_\_\_\_\_

Type of Project:  Print  Email  Social Media  Web Page  Other: \_\_\_\_\_

Project Description: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_













*Please print clearly. Provide as much detail as possible including concept ideas, print specifications, and quantity needed. Additional information/samples can be attached or emailed to Communications Manager: rswanson@sofn.com.*

Budget: \_\_\_\_\_

Text Copy for Design:  I will provide the copy  I need help writing copy  
*Please email to Communications Manager: rswanson@sofn.com*

To be completed by designer	Proof Delivered: _____ Intl: _____ Changes: <input type="checkbox"/>
	Proof Delivered: _____ Intl: _____ Changes: <input type="checkbox"/>
	Proof Delivered: _____ Intl: _____ Changes: <input type="checkbox"/>
	Vendor: _____ Date sent: _____
	Vendor Contact: _____
	Qty Ordered: _____ Notes: _____
	_____ Designer Signature                      Communication Manager Signature                      Client Signature

The first 2 files “about promoting” and “guidance,” plus “tickets” are relevant to all 3 plays. The other materials are specific to each play.

 About Promoting a Mystery Night Pla...	2/25/2019 11:24 AM	Microsoft Word D...	4,616 KB
 Guidance for Putting on a Murder My...	2/12/2019 7:44 PM	Microsoft Word D...	29 KB
 Murder_Mystery_flyer1final	2/7/2019 3:04 PM	Microsoft Word D...	2,825 KB
 Murder_Mystery_flyer2final	10/19/2018 10:01 ...	Microsoft Word D...	1,049 KB
 Murder_Mystery_flyer3final	10/19/2018 10:03 ...	Microsoft Word D...	2,667 KB
 Poster Murder_Mystery1	2/7/2019 2:51 PM	Microsoft Word D...	2,123 KB
 Poster Murder_Mystery2	10/18/2018 2:27 PM	Microsoft Word D...	1,393 KB
 Poster Murder_Mystery3	10/18/2018 2:29 PM	Microsoft Word D...	1,315 KB
 Script Murder at SON Lodge I_final	2/7/2019 6:36 PM	Microsoft Word 9...	884 KB
 Script Murder at SON Lodge II_final	2/7/2019 5:23 PM	Microsoft Word 9...	1,538 KB
 Script Murder at SON Lodge III_final	2/7/2019 5:21 PM	Microsoft Word D...	1,331 KB
 tickets	10/22/2018 9:58 AM	Microsoft Word D...	514 KB

## ***Murder at Sons of Norway Lodge***

### **Three Mystery Night Plays Tell a Tale of Death, Discord, and Dysfunction**

Terje Birkedal  
Laguna Woods, Calif.

In 2008 Mickey Andrew, the then Vice President of Sons of Norway Bernt Balchen Lodge in Anchorage, Alaska, asked me to find a murder mystery play that we could put on at Viking Hall as a membership event. I futilely searched the internet for days and could find nothing that was even remotely satisfactory for our lodge. Most of the mystery night play offerings I found were inane, poorly written, or both. After spending \$80.00 for a number of on-line mystery plays and coming up with nothing worth putting on, I decided to write one myself, one specifically geared for production by a Sons of Norway lodge. I went ahead with the project and our members put on a successful mystery night dinner and play that proved to be fun for all. Later, I was urged to write a second mystery night play and then a third to follow the first two. The end product, finished in 2013, was a trilogy covering several years of murder and mayhem at a dysfunctional version of Bernt Balchen Lodge. The overall name for the trilogy was *Murder at Bernt Balchen Lodge*.

In 2017, Marit Kristiansen, former President of Sons of Norway and one of the members of Bernt Balchen Lodge, suggested that I should make the three plays available to other Sons of Norway lodges so that they too could put on mystery night plays that were specially written for production by Sons of Norway members. So I went ahead, with the blessing of my lodge, and wrote to Sons of Norway headquarters staff to inquire whether they would be interested in making the plays available to all the Sons of Norway lodges. In early 2018 Doris Kamstra, the Membership Manager of Sons of Norway, contacted me and said Sons was definitely interested in the plays. Doris and her staff renamed the mystery night trilogy *Murder at Sons of Norway Lodge* and painstakingly edited each of the plays to make them more generic so they were no longer were specific to Bernt Balchen Lodge.

The complete *Murder at Sons of Norway Lodge* trilogy is now available on line free of charge to any Sons of Norway lodge or member at Sons of Norway's official website. In proper sequence the three mystery night plays are *The Beginning of the End*, *Death Knocks Again*, and *The Ambassadors Come to Dinner*. The three plays tell the tale of what can happen when "peace and harmony" does not prevail in a Sons of Norway lodge and envy and hatred rule the hearts of the members. Each of the plays is in a sense a "morality play", that by negative example, teaches the true values embraced by Sons of Norway. By intention, the plays also showcase many bits and pieces of Norwegian culture and heritage. And despite the dark murderous-goings-on that dominate the plays, they are meant to be fun for both the actors and the audience.

The plays require minimal staging and only a few props. Also, the actors can choose to read their lines rather than memorize them. The setting for each play is simply a Sons of Norway lodge hall or meeting place. The plays come with general guidance on putting on the plays and more specific guidance on which props are necessary, character backgrounds, and clue sheets for

the audience. The artwork created by Tim Szawinski, Ruth Kvernplassen, and Janet Clemens for the three plays was intended for use as fliers or posters that lodges may wish to use to advertise their own particular events. Each piece of artwork has a blank space reserved for individual lodges to insert their own unique event announcements. In addition, Sons of Norway has created ticket sheets that lodges may use for their mystery night events.

If by any chance a Sons of Norway lodge wants to change parts of the dialogue, the names and number of characters, or staging directions, etc. it will be free to do so. In other words, lodges are permitted, if they so desire, to customize the plays within reason so as to best fit their own unique needs or constraints.

The three mystery plays plus the associated support materials, including artwork, can be accessed by Sons of Norway members on the official Sons of Norway website (<https://www.sofn.com>). Members should first log in and then go to “Member Resources”. Once in “Member Resources” they should click on “Cultural Programming” and find and open the “Idea Bank”. Next members should go to “Skits” and look for the three *Murder at Sons of Norway Lodge* plays and download one or more of plays to their computer. With the exception of the artwork and ticket sheets, each play will come complete with all the support materials. The flier and poster artwork and the ticket sheets will be need to be downloaded separately. Nonetheless, members should find the process as simple as one, two, three.

Are the plays worth downloading? As the author I am not in a position to evaluate the quality of my own work. That is a job for others to do. However, in the summer of 2015 I had the privilege, as lodge president, of giving a brief oral summary of the plays to His Majesty, King Harald of Norway when he visited Bernt Balchen Lodge in Alaska, and he laughed heartedly at my telling. I would propose that his laughter could be at least considered at least an informal Royal endorsement of the three plays.