

HOW OFFICE RUMORS START

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Pages: 4+

Characters: William, 35+, Eloise, 25+

Synopsis: William hires a new secretary who has either a crush on him, or her own idea of to advance in the company. You decide.

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INT. BAXTER'S OFFICE - NIGHT

WILLIAM BAXTER sits at his desk. ELOISE opens the door and gives a little knock.

WILLIAM
Yes, Eloise?

Eloise enters with files and begins handing them to William.

ELOISE
I finished the reports. This one needs your signature, these two just needs to be reviewed, and this is the copy of last quarters report.

WILLIAM
Not bad, Eloise. Your first week on the job and you are already steps ahead of my last girl.

ELOISE
Thank you, Mr. Baxter.

WILLIAM
Call me Bill. Everyone else has gone home, so no need to be so formal.

ELOISE
I think I should stick with Mr. Baxter.

WILLIAM
Well, you're all business, aren't you?

ELOISE
I like to keep things professional all the time. I would hate to have anyone think I'm ...you know.

WILLIAM
Think you're what?

ELOISE
Unprofessional.

WILLIAM
I see. I guess that's okay.

(CONTINUED)

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ELOISE

Well, is there anything else you need me for?

WILLIAM

No, this will be all for tonight.

Eloise begins to leave...

WILLIAM

By the way, thanks for staying late all this week. I had a lot of catching up to do, and ...well, you saved my ass.

ELOISE

Your ass is my pleasure.

(petrified)

Oh god, that did not come out right. I am so sorry. I mean ... It's been a pleasure saving your ass ...I mean working with you ...for you.

(beat)

I'm tired. I'm going to go home now.

WILLIAM

(amused)

Okay, have a good night. See you Monday.

ELOISE

Good night.

She exits.

A brief moment later, she returns with a bottle of scotch.

ELOISE

Sorry, I completely forgot to tell you. This came for you earlier, when you were at lunch.

She hands him the bottle.

WILLIAM

Glen Levit 25. This is good stuff. Who sent it?

ELOISE

It didn't say. I went to the copy room for a moment, and it was on my desk when I got back.

(CONTINUED)

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WILLIAM

Really? Are you sure it was for me?

ELOISE

Who else could it be for?

(beat)

Okay, I'll leave you alone now.

WILLIAM

Thanks again, Eloise.

Eloise stands for a moment waiting for an invitation, she doesn't get one. So she exits.

A few more moments go by and she returns with a small box.

ELOISE

Oh my god, I am such a dork. I was meaning to give you this all week, but I wanted to make sure I made a good impression first.

She hands him the box.

WILLIAM

What's this?

ELOISE

Just a little token of my gratitude for hiring me.

He opens it and pulls out two highball glasses.

WILLIAM

Highball glasses.

ELOISE

Yeah, I figured you could use new glasses for your office.

WILLIAM

Two highball glasses.

ELOISE

Well, for you and maybe a client.

WILLIAM

Would you like to stay and have a drink with the boss? We could celebrate your new job.

(CONTINUED)

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ELOISE

No, I shouldn't. If anyone knew I had a drink with my boss ...in his office after hours ...with no one else here, that would be, just...

WILLIAM

Unprofessional?

ELOISE

Oh, rumors would fly.

(beat)

Okay, got to go. Have a good night.

She exits. William opens the bottle of scotch and anticipating Eloise's return, pours into *both* glasses.

Eloise enters again.

ELOISE

I forgot to ask, what time do you need me in on Monday?

William walks over to hand her a glass.

WILLIAM

Let's toast to your first week.

ELOISE

Oh, well ...if you insist.

They clink their glasses together. He begins to sip, she hits the bottom of the glass on the desk and slams it down.

WILLIAM

Careful there, girl.

She pours another one into her glass filling it a little more.

ELOISE

You're right, this is good stuff.

WILLIAM

Yes, It's always been my...

Again, she raises the glass, taps it on the desk and slams it down. It takes a little longer to guzzle.

WILLIAM

Uh, that's scotch.

ELOISE

Woah, this is smooth.

(CONTINUED)

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Eloise pours again, filling it to the top.

WILLIAM

It's really meant to be sipped.

ELOISE

Oh, I didn't know. I don't drink
that often.

She repeats the toasting routine and this time she guzzles
down without a breath, stomping her foot as she drinks.
William is speechless.

She finishes and casually slams the empty glass on the desk.
She now speaks with a tipsy flare.

ELOISE

Woo! I love this new job!

WILLIAM

Congratulations, Eloise, now if
you'll excuse me, I have more work
to finish.

ELOISE

Wow. My first drink with the boss.
Wait until Joanne in accounting
hears about this. Good night, Bill.

William stares at her perplexed as she walks out the door.

CUT TO:

END