In an effort to unload your students as safely as possible, we have provided diagrams and parking instructions. Please give this information to your bus, car and/or van drivers.

**Buses**

We ask that buses arrive between 9:30 a.m. - 10:00 a.m. This will allow ample time for seating before the programs start at 10:30 am. The program is scheduled to last 1 hour.

Buses must enter the parking lot, from Forest Avenue only. They should proceed around to the left (south) side of ASU Gammage. The driver will then be directed where to unload.

Once the bus has come to a stop, the teacher and students should unload. Once the teacher has **checked in at the check-in table**, they should lead the students into ASU Gammage through the Portico Cafe doors. After the bus is unloaded, **the driver will be directed where to park**. If you have changes to your bus count, please let us know right away since buses may be need to be parked off-campus. Following the performance, please allow extra time to load your bus. **We appreciate your patience!**

**Cars and Vans**

Cars and vans will need to pay for public parking in the ASU Gammage parking lot (Lot 3). **To pay for parking, you will need to enter your license plate number in the parking machine and use a credit card. Vehicles parked without payment may be ticketed by ASU Parking at the driver’s expense.** If parking is unavailable, you may need to use an alternate ASU visitor parking lot, such as the Apache Boulevard Parking Structure located on Lemon Street. **Please do not drop students off at ASU Gammage without a chaperone.**

**TEACHERS/CHAPERONES**

We ask that you promote appropriate theatre and restroom etiquette during the performance. Also, no food, drinks, nor gum are allowed inside the auditorium. Thank you for your cooperation.