INSTRUCTIONS FOR BUS DRIVERS

Please make sure to have the **name of the school** posted in the **side window** of the bus where a theater representative can see it.

If you are bringing multiple buses, include the **name of the school and number the buses #1, #2, #3 etc.**

GETTING TO THE ALBERTA BAIR THEATER:
The Alberta Bair Theater is in downtown Billings at the corner of North Broadway (also N 28th Street) and 3rd Avenue North. **Please note the direction of the one-way streets.**

UNLOADING STUDENTS:
There are 3 entrances to the theater that are used for school shows. Please check with the school’s **contact person** to learn which entrance to use.

The three theater doorway entrances are:
1) North Broadway (N 28th Street)
2) 3rd Avenue North (one-way street)
3) Alley (one-way alley) enter from 4th Avenue N (one-way street)

A theater representative will greet you at the door and direct the students to their seats.

For **N Broadway Entrance #1**, buses will park in front of First Methodist Church and students walk to entrance #1.

For **3rd Ave N entrance #2**, buses will park in coned-off area in front of the Miller Bldg or U.S. Bank.

* Once you have unloaded students, please immediately pull out of parking area to allow for other busses waiting. During the show, buses may park at Home2 Suites, 2611 7th Ave N or on streets around it; Dehler Park, 9th St N & 25th St area also has plenty of street parking.

PICKING UP STUDENTS:
Students will be dismissed in the order their buses are lined up at each entrance. For schools using multiple buses, the ABT staff makes every possible effort to get students back on the bus in which they arrived.

All performances are approximately **one hour** long.

If you pick up students in the alley, please do not leave your engine running while you are waiting for the performance to finish (the gas fumes disturb the preschool located in the First United Methodist Church).

**Questions:** Contact Julie Blakeslee, Education Manager at 406-294-5204