

ADT ALBERTA BAIR THEATER 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 your school's **letter** for specific instructions.

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)

For N Broadway Entrance #1, buses will park in front of First Methodist Church and students walk to entrance #1. **Do not unload in lane of traffic in front of theater!**

For 3rd Ave N Entrance #2, buses will park in coned-off area in the area designated in your letter - front of the Miller Bldg on 3rd, next to U.S. Bank or 1st Congregational Church on 3rd. **Do not unload in lane of traffic next to theater!** All students walk to 3rd Ave entrances.

For Alley Entrance #3, buses unload in alley and students enter alley door.

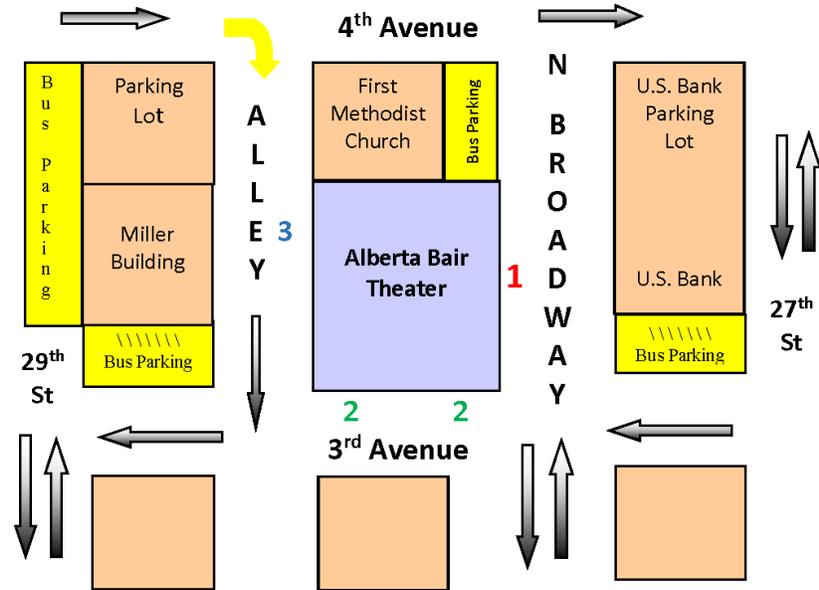
* Once you have unloaded students, **please immediately pull out of parking area** to allow for other buses waiting. During the show, buses may park on 29th St, at Home2 Suites-2611 7th Ave N or on streets around it; Dehler Park, 9th St N & 25th St area also has plenty of street parking.

A theater representative will meet your students at the door and guide them to their seats.

PICKING UP STUDENTS:

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

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