

## ARRIVING AT OVERTURE:

- **ARRIVE:** At least 30 minutes before the performance is scheduled to start.
- **PUBLIC PARKING:**
  - Paid parking is available in the city ramps or on nearby streets.
  - Madison Metro provides service near the State Street entrance of Overture Center.
  - Parking ramp information is available on line at [www.cityofmadison.com/transportation/parking.cfm](http://www.cityofmadison.com/transportation/parking.cfm)
- **BUS PARKING:**
  - **Busses report to the Henry Street entrance of the Overture Center for parking directions.** (see map below)
  - We provide designated parking for school buses or oversized disabled vans.
  - **BUS PARKING IS PROVIDED FOR THE DURATION OF THE PERFORMANCE ONLY.**
  - Bus drivers can check with police officers for alternate parking instructions if you remain downtown after the show.
  - **Buses remain where they park for unloading, so check your location when leaving the bus.**
- **BE PREPARED:**
  - Please be sure that young people are prepared to walk in bad weather.
  - If you have students with disabilities who will need to disembark before parking, please call or email prior to your arrival to make arrangements.
  - There are often many busses and students arriving for a performance. Please keep your group together.

## ENTERING OVERTURE:

- **CHECK IN:**
  - Large groups will be greeted on school buses with an Overture Center representative or a police officer.
  - Groups not arriving in school buses, check in at the check in table just outside the theater.
  - Chaperones that don't arrive with the group should check in at the check in table outside the theater.
- **IDENTIFICATION:**
  - Each adult needs to have a name tag with the adult's name and the school name.
  - Name tags must be worn to enter and should be visible at all times.
- **LATE ARRIVALS:** You must wait until an appropriate time in the performance to be seated by the House Manager.

## BAGS, CARRY-INS, SPECIAL ACCOMMODATIONS:

- **BAGS:**
  - Leave all backpacks and large bags at the check in table. ***You can pick them up after the performance.***
  - **MEDICAL BAGS ARE ALLOWED IN THE THEATER.**
- **ACCOMMODATIONS:**
  - Please let us know in advance if you have any special accommodations your group will need.
  - Assisted listening devices are available to those who need them and can be picked up at the check in table.

## DEPARTING OVERTURE:

- **DISMISSAL:**
  - Each school will be called and you will be directed to depart out specific exits.
  - Please remain seated until your school has been called. This includes Home Schools.
- **BUS DEPARTURE:**
  - Madison Police will direct your departure.
  - Busses will not be allowed to leave until all of the groups are on their buses. This is for safety reasons.

QUESTIONS OR PROBLEMS: If you anticipate a problem or are running late, call Overture at 608-258-4165.

**PARKING & BUS MAPS:**



**Bus Arrival:**

- Come to the Henry St entrance (the star on the map)
- Check in with usher or police
- Park where directed
- Students & chaperones will then unload
- Bus will remain in same position once parked

**Bussees w/special needs/handicapped students:**

- Follow directions above
- Special needs/handicapped students will be helped off the bus at the Henry St entrance.
- You will then be directed to park
- Pick up for the student will be the reverse.

**Oversized Vehicle Parking (NOT bussees)**

- Park in metered area in Carroll St ramp.
- (Enter on W. Johnson St)

	State St. no vehicles
	Drop-off/Pickup
	Accessible entrance
	Parking ramp
	Parking ramp entrance
	One-way street

