

**Run of Show**

34th Avenue Open Streets

EVENT NAME

DATE & TIME

34th Avenue between XXrd and XXth Street

34th Avenue Open Streets Coalition is happy to partner with \_\_NAME\_\_ to host \_\_\_\_ performance on the already closed street.

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| **Time** | **Action** | **Details** |
| 2:00 pm | Set Up | Street is already closed to traffic. |
| 2:10 pm | Bring tent, chairs, riser, cones and banner | In inclement weather set up a 10’ x10’ open sided tent.  Set up riser, banner, folding chairs and cones |
| 2:45 pm | Greet performer | Meet with and go over rules with instructor such as keep bike lane and emergency lane clear. |
| 3:00 pm | Performance Begins | Greet crowd  Review rules of not blocking bike or emergency lane. |
| 3:45 pm | Performance ends | Thank crowd and tell them about next event. |
| 4:00 pm | Break down | Remove folding chairs and if opened canopy tent.  Ensure street is clean. |
| 6:00 pm | Leave | Street remains closed at end of event. |