



Your performance location:

The Landmark Theatre at 362 South Salina Street, in Syracuse, New York *This production is supported by the efforts of the Landmark Theatre and IATSE Local 9, the International Alliance of Theatrical Stage Employees.*

TWUSA GUIDELINES

Teachers and chaperones, in order to make the theatrical experience as pleasurable as possible for your group and all others in attendance, we ask that you review the following information with the students at least one day prior to your field trip. **Subsequent pages contain important information for your group and bus drivers.**

1. **NO FOOD, DRINKS OR SNACKS OF ANY KIND** are permitted in the theater or lobby—this includes bagged lunches and coolers.
2. **NO CAMERAS** or recording equipment of any kind are permitted inside the theater.
3. For many students, this performance will be their first experience with live theater. Instead of talking and whispering during the performance, please wait until after the show to discuss or comment about it. Also, no running, shouting or disruptive behavior at any time before, during, or after the show. Ushers may ask chaperones to remove disruptive children.
4. The performance lasts approximately one hour and restroom and drinking fountain privileges during that time must be reserved for absolute emergencies only (and then, as always, children must be accompanied by an adult).
5. For seating, please follow the instructions of the house staff at all times.
6. All patrons, regardless of age, must purchase a ticket to enter the theater.

Teachers and chaperones, please take an active role in watching over the students in your care and assisting them in maintaining appropriate behavior. We hope you enjoy the show.

Please see additional pages for instructions from the venue.



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For TWUSA performances at The Landmark Theatre, please plan to arrive at least 20 minutes before curtain time. Doors open approximately 30 minutes before curtain time.

Please note that since there will be police present to assist in directing traffic, the venue staff requests that buses keep their stop signs in, to safely expedite getting the students off the bus and into the theatre.

SEATING: Please follow the instructions of the house staff at all times and please make sure that your children fill every seat, not leaving any empties between them.

Please see additional pages for instructions from the venue.



PLEASE NOTE: See separate sheet for instructions on Bus arrival, loading, parking and dismissal information.

Directions

From Utica/Rome - Points West

From the New York State Thruway, take Exit 36 to I-81 South. Proceed South to the Clinton/S. Salina Exit (19) and follow signs to merge into So. Salina from the ramp. The theatre is on the right 4 blocks South.

From Binghamton/Ithaca - Points South

Take I-81 North into Syracuse and take the Harrison Street/Adams Street Exit (18). FROM THE LEFT LANE, turn left onto Harrison Street (one way) and proceed 1 block to a right turn on Townsend Street. Proceed north for 5 blocks to a left turn on Washington Street. Proceed west for 4 blocks to a left turn on So. Salina Street. The theatre is ahead 1 and ½ blocks on the right.

From Points North

Take I-81 in to Syracuse. Take the Clinton/S. Salina Street Exit (19) and follow signs to merge into S. Salina from the ramp. Proceed 4 blocks South to the theatre on the right.



STUDENT BUS PROCEDURES FOR CHILDREN'S THEATER PRODUCTIONS LANDMARK THEATRE / SYRACUSE, NY

Please inform teachers, chaperones, bus drivers and students attending Live Children's Theater Productions at the Landmark Theatre of the following:

1. ALL buses MUST unload passengers on Jefferson St. entrance. There will be landmark staff and police to guide you where to go. Any Deviation from this unloading procedure will cause confusion upon exiting the Theatre after performances.
2. Please DO NOT unload passengers until instructed to do so by Landmark Theatre Personnel. As we are in the heart of the metropolitan area, it is imperative, for the safety of the children, that an orderly entrance procedure be followed.
3. Bus drivers will be instructed by Landmark Personnel on where they will park during the performance after unloading passengers.
4. A corresponding bus number will be issued to both the students' Group Leader and bus driver. The driver should place the number in a window visible to the street when it is parked. The Group Leader should keep this number for exiting procedures, as all groups will be dismissed by number issued upon entering.
5. Please check in with Theatre House Captain(s) upon entering the Theatre and present admission ticket or voucher. Ushers will seat students by group as they arrive at the Theatre.
6. At conclusion of show, Landmark Personnel will call groups by number from the stage and students will be chaperoned to buses waiting outside. Please wait until your bus number is called.

If you should have any questions or concerns regarding these procedures, please feel free to call the Landmark Theatre at (315) 475-7979, Monday through Friday, from 10 am to 5 pm.

Thank you for your cooperation in advance.

SPECIAL ACCOMMODATIONS REQUESTS

**** Any students with physical disabilities needing special seating or hearing disabilities needing special seating and/or scripts/interpreters should contact TheaterWorksUSA at least three weeks before scheduled show, so that the information can be communicated to the venue in advance of the performance.**

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