



34TH AVE OPEN STREETS

JACKSON HEIGHTS

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.

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.