



Dear Chaperone,

Thank you for volunteering to assist us in taking our students to the National Western Stock Show! We appreciate your willingness to help, and are sure that you will find the day to be educational and fun for you. This letter is meant to help you map out your day in conjunction with what we plan to do as a school. Please take a look at our schedule and contact the school if you have any questions.

#### **ARRIVAL**

We are planning to arrive at the National Western Stock Show on \_\_\_\_\_ at \_\_\_\_ a.m.

Our buses will arrive at the east end of the Events Center Arena. If you planning to drive yourself, you will need to park in one of the National Western parking lots and walk to the Events Center Arena. Parking is free of charge for the general public in all National Western lots. Disabled parking is located in Lot A. Parking lot maps are available at <http://www.nationalwestern.com/directions-maps/parking-map.aspx>. **IF YOU ARRIVE SEPARATE FROM THE BUS, PLEASE PLAN TO MEET US INSIDE THE EVENTS CENTER ARENA.**

Each school is responsible for their day at the Stock Show. NO tours are given by NWSS staff or volunteers, but they are available to answer any questions you may have.

#### **LUNCH**

Students and chaperones may bring sack lunches, or food can be purchased at the National Western. Please plan on eating in the Stadium Arena. If you bring lunches, please do not sit in aisles, on stairs or in designated restaurants. Students should carry their lunch in a back pack as there is no storage area for boxes of lunches.

#### **LEAVING**

We are planning to leave the National Western complex at \_\_\_\_\_ a.m./p.m. All students and adult chaperones must arrive 15 minutes early to the East End of the Events Center. Our school will be assigned to a specific seating section in the Events Center to wait for the bus. A sign with the name of our school and assigned section will be displayed at the entrance of the building and again on pillars by our assigned section. All students and chaperones from a school must be seated in this section before they will be released to leave. A volunteer will notify us when our bus is outside. **REMAIN SEATED UNTIL THEN.** If horses are in the arena, everyone must stay away from the arena rail and remain quiet.

Thank you again for volunteering to help us! We look forward to seeing you at the Stock Show!