



THE CENTER FOR PUPPETRY ARTS
1404 Spring Street NW (at the corner of 18th and Spring St.)
Atlanta, GA 30309
404.873.3391

KNOW-BEFORE-YOU-GO

Field Trip & Group Visit Information



PARKING & BUSES:

Our entrance is located off 18th Street, and we provide FREE on-site parking, with a limited number of spaces available. Buses, Motorcoaches, and most oversized vehicles can be accommodated, as space permits. Whenever possible, staff will be present in the parking lot to help guide your vehicle through our parking lot for safe and efficient unloading and loading. Groups who may need to return to their buses by a certain time should communicate with our staff to ensure a timely return home. We encourage all groups to remain in contact with their transportation provider and keep them informed of their schedule as necessary.



ARRIVAL:

Upon arrival, we ask that a designated lead provide an accurate, total headcount for your entire group. This total should include students and adults paid for by the group, but should not include anyone who has purchased a separate, individual ticket directly from The Center for Puppetry Arts. Groups who anticipate a late arrival should contact the Center for Puppetry Arts at 404.873. 3391 to keep us informed of your arrival time. Please plan to arrive 30 minutes prior to your first activity's start time to ensure a timely check-in.



LUNCHES:

Lunchroom space must be booked prior to arrival due to limited capacity. We do not offer on-site food services and groups who have booked lunchrooms are expected to provide their own lunches. Prior to arrival, we ask that groups consolidate and label lunches as much as possible. Groups are responsible for unloading and loading their lunches from busses and from there our staff will ensure that lunches make it safely to and from our lunchroom. If your group would like to order lunch for delivery, we ask that you please inform us prior to your arrival.



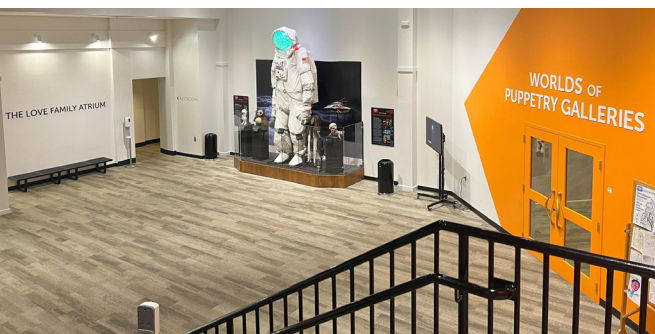
PERFORMANCES:

Out of respect for our individual patrons, other visiting groups, our performers and staff, scheduled performances will only be held for late arrivals a maximum of 5-minutes. In the event of a late arrival, we will adjust group schedules to accommodate as much as possible. The Center for Puppetry Arts reserves the right to provide rainchecks and ticket vouchers on a case-by-case basis and future performance prices and availability are subject to change.



WORKSHOPS:

The interactive Create-A-Puppet Workshop™ is prepared as an hour-long experience but can be adjusted to better fit a groups schedule as needed. To-Go Kits can also be provided to accommodate schedules as necessary. Our educational classroom sizes have a limited capacity, and some groups may be asked to split to ensure a safe and enjoyable experience for all. Students, Teachers, and designated Chaperones are given priority entry to the taught workshop, and adults may be asked to help guide students through the Create-A-Puppet Workshop™ process.



ETC:

During your visit, groups will often be sharing our space with individual patrons and other visiting groups. For your safety and the safety of others, groups may be asked to move to or wait in certain areas to help with the flow of traffic throughout our building. Restrooms are available on each floor of our building, but space is limited, and groups will be asked to take turns. Groups visiting our Museum Galleries are encouraged to participate in our Scavenger Hunt, and group prizes are subject to availability.

Bring a hard copy of this document to receive two (2) free Museum-Only passes to visit us at a later date! *Limit one (1) per group*