

Nine steps to park cars for IU football games (Aug 2016, B. Berggoetz)

1. Arrive about 2 hours and 15 minutes before game time, so you can get set up and ready to take money two hours before game starts. Game times for some games aren't set until closer to game day (google IU football schedule).
2. One of two workers needs to bring "the bank," about \$150 worth of change, mostly \$10s, a few \$5s.
3. Drive to shed in back of church, unlock combination using 1066, and get signs (white with red lettering that say Parking \$10), put in trunk of car and drive around front. Should be five of them that you have to push into the ground (not hard unless ground is really hard/dry).
4. Sign placement: Place two signs at intersection of SR 46 and Fee Lane on the southwest and southeast corners in spots so drivers can see them and arrows point in right direction (needless to say). Place one sign directly in front of church near mail box. Place one sign directly across church on west side of Fee Lane. Place another sign further south on Fee Lane on east side of road about 50 feet or so from church before Jordan Ave. (Exact location isn't critical).
5. Stand at beginning of church driveway and collect \$10 from each car on the way in. Tell them the funds go to charitable causes. If it gets busy, have one car pull up more so another car can pull in behind it and not block traffic.
6. Tell drivers they can park anywhere on pavement, including handicapped spots and spots with blue lines across them. Direct cars to where open spaces remain. If lot starts filling up, one person should monitor how many spots left, so you know when to stop accepting cars. People CAN'T park in the grass.
7. Stay until 10-15 minutes after game starts or whenever lot fills up.
8. Bring letter-sized envelope to put money in and deposit in church after game in mail slot just after nursery room door with cash-in form or just a piece of paper stating money is from IU football parking, date, total collected. Then the two people who worked sign it. Reimburse person who brought change. If you don't have key to church, turn money in the next day.
9. Put signs back into shed; secure lock. Check church lot the next morning for any remaining trash.