

Football Parking Procedures 2024

1. Technology: A new Bluetooth credit card reader will be attached to the back of both iPads for accepting credit payments. It will work outside, Amanda confirms. Of course, cash is accepted -- still \$30.
2. Pick up two iPads, with Bluetooth reader attached, \$200 in change, a money box AND a key to access the building the day BEFORE your game from Jo Bowman in the main UU office BEFORE 4 p.m. If you have questions about using the technology, ask Jo. You just tap the credit card on the Bluetooth device.
3. Arrive about 2 hours and 15 minutes before game time, so you can get set up and ready to take money two hours before the game starts. Game times for some games aren't set until closer to game day (google IU football schedule).
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 the right direction (needless to say). Place one sign directly in front of the church. Place one sign directly across the church on the 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. Parking: Stand at the beginning of the church driveway and collect \$30 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. 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 the lot starts filling up, one person should monitor how many spots are left, so you know when to stop accepting cars. People CAN'T park in the grass.
6. Stay until 10-15 minutes after the game starts or whenever the lot fills up
7. Building access: Use the key to get in the building at any entrance AND into the main office room. Return the iPads, with credit readers, money box, and the key in the iPad case to the main office when you're done. Put all of that UNDER Jo's desk. Make sure doors you use are locked when leaving.
8. Revenue: Fill out the appropriate cash-in form and place it and funds, including the \$200 in change, in the slot next to Room 106, as usual.

9. Football parking signs: Parking signs are now stored in Room 110. Place them back in that room when done. The door to Room 110 is unlocked.

10. Check the church lot the next morning for any remaining trash.

The Football Parking Schedule is below.

SJ Football Parking Schedule Fall 2024-25

Updated August 28, 2004

Aug 31 (Sat) 3:30 P.M. FIU - Green Sanctuary, Racial Justice

Sep 6 (Fri) 7 P.M. Western Ill - Reproductive Justice

Sep 21 (Sat) TBA Charlotte - Rainbow Rights

Sep 28 (Sat) TBA Maryland - Habitat

Oct 19 (Sat) TBA Nebraska - Refugee and Immigrant Support and Education, Homelessness

Oct 26 (Sat) TBA Washington - Hunger

Nov 9 (Sat) TBA Michigan - International Outreach

Nov 30 (Sat) TBA Purdue - Religious Education