



PRESIDIO SAN AGUSTIN DEL TUCSON

Dia de los Muertos Set-up Instructions

The following schedule has been set for the setup, viewing and take down of the Ofrenda's (altars):

<u>Setup:</u>	Tuesday, 22 October, 2019, 9:00 a.m. to 7:00 p.m.
<u>Display Open:</u>	Wednesday, October 26 to Sunday, November 10, 2018 10 a.m. to 4:00 p.m., Wednesday thru Sunday
<u>Take Down:</u>	Monday, November 11, 2019, 9:00 a.m. to 7:00 p.m.

Please note that once the Ofrendas (altars) are setup the only time you can enter to view, check and maintain your Ofrenda is from 10 a.m. to 4:00 p.m., Wednesday thru Sunday, the hours the museum is open to the public. The museum will be locked and closed to everyone at 4:00 p.m. daily.

You must check-in with the Gift Shop Manager, Jennifer, when you arrive, #26 on the map provided.

Once you check-in at the Gift Shop, find your name and lettered space on the map, unload your supplies and then move your car to an available parking space.

Please unload and load only in the area designated on the map provided. You can back-in or drive-in quite a ways to unload or load. The Ofrendas will be setup in the north and south exhibit rooms of the Museum, #25 and #27 on the map provided.

There are two (2) areas you can enter to move your supplies to the exhibit rooms. You can enter thru our Sonoran Street entrance, #19 and continue thru the Zaquan, #20, into the Territorial Courtyard and thru the door to the Gift Shop and exhibit rooms; or thru the second entrance located just before the Sonoran Street entrance at the Adobe Display Wall, #23. Take the stairs straight thru to the Territorial Courtyard and thru the door to the Gift Shop and exhibit rooms. Both provide the shortest and least strenuous route into the Museum. The routes are marked with green arrows on the map provided.

Your assigned space will be marked with a sign provided by the Presidio for your Ofrenda using the information on your Altar Sign-up form.

Each individual that has signed the Event Agreement and Waiver form submitted by the Altar Designer will be provided with a name tag by the Presidio staff. You must wear the name tag each time you enter to inspect and maintain your respective Ofrenda (altar).

If your name is not on the Event Agreement and Waiver form submitted to the Presidio by the Altar Designer, you will not be allowed FREE access to your respective Ofrenda. You will be required to pay the entrance fee to enter, even if you are there only to inspect and clean the Ofrenda.

Consumption of alcohol at the Presidio is not authorized. Water and sodas are available for purchase in our Gift Shop. There are several restaurants and sandwich shops close to the Presidio where you can purchase something to eat. A table with chairs will be setup in the Territorial Courtyard for your use if you wish to bring breakfast and lunch with you.

If you have any questions or requests one or both of the Altar Program Directors, Rachel will be at the Presidio on the day of setup and each day your Ofrenda is on display. If you have any questions before setup day, please do call Rachel.

Thank you for participating in this year's amazing All Souls Procession at the Presidio.

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