



## **Friday Arrival – Advisor Instruction Sheet**

Please follow these guidelines to ensure that all schools are able to arrive and unload in a smooth manner. Please note: Bus drivers must remain with buses at ALL times.

### **Amway Grand Plaza Hotel**

There is limited space available for buses to unload at the Amway Grand Plaza Hotel. Be advised that buses are not allowed to stop on the Pearl Street or Monroe Avenue sides of the hotel. The Grand Rapids Police Department enforces this.

Buses may proceed to the Lyon Square entrance of the hotel, located on Lyon St.. This is the street that is located between the Amway Grand Plaza Hotel and DeVos Place Convention Center. Students will unload from there. Hotel staff will be available to direct your school.

### **Courtyard by Marriott**

Buses may proceed to the circle driveway in front of the hotel on Monroe Avenue. Students will unload from there.

The advisor should enter the hotel and check their school in at the front desk, while students remain on the bus.

**Thank you for your cooperation.**