



**CMM Relocation Event/ Premium Seating Select-a-Seat Event:  
EVENT MEMO**



**Wednesday, April 22, 2026**

Memo Date: 4/20/2026

<u>EVENT INFORMATION</u>		<u>EVENT TIMELINE</u>		<u>IT</u>
<b>Attendance for relocation event</b>	300	<b>4/21</b>	<b>8:00pm</b> Conversion into full BB	Scorers table turned on and power to outlets
<b>Attendance for Premium Seating SaS event</b>	50	<b>4/22</b>	<b>12:00pm</b> Doors open for relocation event	<u>HVAC</u>
<b>Entrance for relocation event</b>	Ultra Club North Patio		<b>4:00pm</b> Relocation event ends	Airflow in space beginning at 6a Normal game temp
<b>Entrance for Premium Seating SaS event</b>	Gold Garage		<b>5:00pm</b> Doors open for Premium Seating SaS	<u>ELECTRICAL</u>
<b>Events Time</b>	12:00pm - 7:00pm		<b>7:00pm</b> Premium Seating SaS event ends	Scoreboard at game height <b>Scorers table will need to be powered on</b>
<b>LOCATIONS</b>			<b>8:00pm</b> Conversion back to hockey	<u>PARKING</u>
Court				Park in Lexus for free for relocation event Park in Gold Garage for free for premium Seating SaS Mavs staff in basement
Angels Envy				<u>24 HR SECURITY</u>
Bowl Seating				Ultra Club Patio set by 11a Gold Garage entrance set by 4p Have practice court curtains open by 4p
Ultra Club				<b>Walk-in 50% lighting in bowl for both events</b> Game lighting in Angels Envy
Mavs Locker Room				<u>LEVY</u>
<b>EVENT MANAGER</b>				Levy bartender to serve popcorn and drinks in Michelob Ultra and food and drinks in Angels Envy
Kim				<u>GUEST SERVICES</u>
<u>OPERATIONS</u>				Guest will enter through Ultra Club North Patio for relocation event Guest will enter through gold garage entrance for premium seating SaS event Please staff bowl at 110/115/103 vomms on floor Please staff each lobby with a GS rep to prevent guests from propping doors
<b>BOWL/EVENT LEVEL</b>				<u>HOUSEKEEPING</u>
	Full basketball setup on floor with baskets (Core Court) (20) high boy tables on the north end of the court (3) high boy tables at where executive lounge usually is (1) 8' table and (2) chairs at Gold Garage entrance to the building  Clear the hallway of gold garage entrance except for metal detector			There will be food and drinks served in Ultra Club and Angels Envy throughout the events
<b>ULTRA CLUB</b>				
	(1) 6' table and (2) chairs and (6) sign holders in Ultra Club			
<u>AUDIO / VISUAL</u>				
	Section numbers on bowl rings throughout both events Music playing in bowl and Angels Envy throughout both events Logo Graphics on main board, bowl screens, scorers table, and concourse tvs for CMM relocation event Select a Seat graphic on main board and in Angels Envy for premium seating SaS			