



TX Hockey Open House
EVENT MEMO

Saturday, October 3rd, 2026



Memo Date: 10/1/2026

<u>EVENT INFORMATION</u>		<u>EVENT TIMELINE</u>	<u>IT</u>
Attendance	500	8:00am Stars Staff Arrive 10:00am Event Starts 1:00pm Event Ends	N/A
Entrance	North Doors		
Event Time	10:00am-1:00pm		
<u>LOCATIONS</u>			<u>HVAC</u>
Bowl, Event Level, Stars Locker Room			Comfortable temp in the building
<u>Contact</u>			<u>PARKING</u>
Kim			Park in Lexus for free
<u>OPERATIONS</u>			<u>ELECTRICAL</u>
(3) Racks of stanchions at East Concourse (2) practice nets on the ice (1 on each side) (1) Rack of stanchions in Stars locker room (6) Hightops outside section 113 (1) 8' Table in front of box office			Place (3) extension cords and (3) power strips outside section 113
<u>AUDIO / VISUAL</u>			<u>BOX OFFICE</u>
Classic rock channel music playing in the bowl Section numbers on bowl rings, hishlights/logos on the boards			N/A
<u>GUEST SERVICES</u>			<u>LEGENDS</u>
Guest will enter through North Doors Event is ticketed so will need ticket scanners and RCs for (2) lanes Guest will go to section 118/119 to go down to ice and exit at section 110 1 RC at south doors for exit			All store locations inside AAC are closed, but store on Plaza is open
			<u>LEVY</u>
			113 stand will be open for guests
			<u>HOUSEKEEPING</u>
			Make sure the bathrooms by the East and North Concourse are clean prior to event Clean locker room pre and post-event
			<u>24 HR SECURITY</u>
			Guest will enter through North Doors and exit through south doors East escalators to Terrace ON; one going up/one set going down