



Excellence With Caring

# Florida Agricultural and Mechanical University

TALLAHASSEE, FLORIDA 32307

LEE HALL AUDITORIUM

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## M E M O

DATE: July 30, 2008  
TO: Event planners and bus drivers  
FROM: A. Thomas Cavano, Facility Manager  
RE: Bus directions and parking for Lee Hall Auditorium

Please see the document [FAMU Campus Map Directions to Lee Hall.pdf](#) for a map of bus route access to Lee Hall.

Delivery of passengers to Lee Hall Auditorium is controlled by the FAMU Police Department. Users must notify this department of their intention to bring busses onto campus by calling 599-3256. Officers will be on hand to direct traffic.

The street address for Lee Hall Auditorium is 1601 South Martin Luther King Blvd., Tallahassee, FL 32307. Drop-off location for audience arrivals via bus is at the front steps of Lee Hall facing South Martin Luther King Blvd. Busses must come from the south on South Martin Luther King Blvd.

The recommended route for accessing this approach is by turning on Osceola Dr. from Adams Street and then turning right (north) on MLK Blvd. Do NOT attempt to come south on MLK Blvd. Access is limited on this part of the road. Bus traffic must run from south to north in front of Lee Hall. (this route is marked on the "[FAMU Campus Map Directions to Lee Hall.pdf](#)" map)

After busses have dropped off their passengers, they are to proceed to the Bragg Stadium parking lot and wait to be notified that the show is over. FAMU police officers will direct the busses to return to Lee Hall a few at a time to prevent traffic congestion in front of the auditorium.

# FAMU

## Visitor Parking Rules/Registration

- Traffic rules, regulations, and directive signs governing the use of motor vehicles are in effect twenty-four (24) hours a day, seven (7), days per week, all year long.
- **The absence of parking signs does not mean that parking is allowed. Parking is permitted only between marked spaces.**
- Parking on grass, sidewalks, crosswalks, service drives, loading zones, designated truck spaces, or on streets, except where specifically marked for parking, is prohibited and vehicles in violation shall be subject to immediate tow/immobilization.
- Unauthorized parking in reserved parking spaces is prohibited 24/7. Vehicles are subject to immediate tow/immobilization.
- Parking meters must be paid Monday through Friday from 7:00 a.m. to 7:00 p.m. regardless of decal designation.
- Parking outside of your assigned decal designation during the hours of 7:00 a.m. to 5:00 p.m. is a tow violation.

### Visitors

All visitors arriving on campus should immediately report to the Parking Information Center to register for a visitor permit and obtain available parking information. (See Visitor Permits)

Persons requesting to register their vehicle on campus **MUST BRING** the following information:

- A valid driver's license
- Current vehicle registration (from Dept. of Motor Vehicles)

*It is the responsibility of University Departments to inform their visitors of the requirements to park on campus and/or contact the Parking Services Division to obtain visitor permits.*

**Additional parking information may be obtained by calling the Parking Information Center at (850) 561-2203.**