

DEPARTMENT OF HISTORT COMMENCEMENT CEREMONY INSTRUCTIONS FOR GUESTS

Ceremony: Wednesday, May 16, 2018 at Zellerbach Auditorium

Doors Open for Guests: 8:30 a.m.

Musical Interlude: 8:30–9:30 a.m.

Ceremony Start: 9:30 a.m.

Reception Location: Lower Sproul Plaza

Keynote Speaker: TBA

WHEN TO ARRIVE

Doors open for guest seating at 8:30 a.m. Seats are general assignment, so the earlier you arrive, the more seating choices are available for you.

Note: Cal Performances does not allow strollers, balloons, food, drinks (except for water), confetti, or air horns inside Zellerbach Auditorium. These items or other large items, such as large flower arrangements, can be checked once you enter the venue. Cal Performances staff will also assist in storing strollers in the lobby area.

SCHEDULE

The ceremony will begin promptly at 9:30 a.m. and will last approximately 2 hours (usually less). Following the ceremony, exit Zellerbach Hall on the east side to attend the reception in Lower Sproul Plaza.

PURCHASE TICKETS: TUESDAY, APRIL 10 – WEDNESDAY, MAY 16

If you have not purchased tickets before the day of the event, they will be available at the Cal Performances Box Office for \$10 each. Note that all children will need their own ticket, including babes in arms. There are three ways to purchase tickets:

- **In person at the Zellerbach Hall Ticket Office:** The Ticket Office is located at the northeast corner of Zellerbach Hall on the UC Berkeley campus. Open Tuesday–Friday (12 p.m. to 5:30 p.m.) and Saturday and Sunday (1–5 p.m.) Closed Mondays. Tickets are \$10 each.
- **By phone:** Call (510) 642-9988, Tuesday–Friday (12 p.m. to 5:30 p.m.) and Saturday and Sunday (1–5 p.m.) Closed Mondays. "Will Call" tickets ordered by phone may be picked up at the Zellerbach Ticket Office on Commencement Day. \$10 each, plus a per call service fee.
- **Online Ticket Sales:** [Click here to purchase tickets from Cal Performances](#) Tickets are \$10 each, plus a per order service fee.

ADA ACCOMODATIONS

If you require any form of accommodation to participate fully in the Department History Commencement, please contact history-events@berkeley.edu to request those accommodations as early as possible. If you are looking for information about campus accessibility and physical access features, please go to access.berkeley.edu

PARKING

Parking is limited. Detailed information can be found on the following website: pt.berkeley.edu/special-events/department-commencement

The Parking and Transportation office updates their website on April 1 of each year.

PARKING FOR GUESTS WITH DISABILITIES

For those with disabled placards or license plates, parking is available for \$10 at all designated disabled spaces and non-reserved spaces. Spaces are available on a first-come, first-served basis. For the disabled parking map showing the locations of lots and individual parking spaces please see: pt.berkeley.edu/accessibility

As a courtesy to our guests, the History Department reserves a limited number of parking spaces for guests with mobility issues. Please contact history-events@berkeley.edu if you would like for us to reserve a disabled parking space for you. In the email, please confirm that you have a disabled placard for your car and provide the name of the disabled guest as well as the name of the graduate. If you choose **not** to make a reservation through the History Department, plan to arrive early, as these spaces are available on a first-come, first-served basis. Although we will make every attempt to make last-minute accommodations, we cannot guarantee any reservations made after 12 p.m. on Friday, May 5.

SEATING FOR GUESTS WITH WHEELCHAIRS

Guests who require wheelchair seating should send an email to history-events@berkeley.edu. Wheelchair seating is available on a first-come first-served basis. We encourage you to contact us ASAP so that we can be certain to have an accurate count of who will require special seating. We will make every attempt to allow two attendants to sit with each wheelchair user. Please note that Cal Performances does not provide wheelchairs. Because over half of the seating in Zellerbach is accessible without stairs, there will be no reserved special seating section for those with mobility problems. We recommend that if anyone in your party needs special seating, please arrive at the venue as early as possible in order to be seated before the crowd pours into the auditorium.

AVAILABLE VENDORS

Photography: Professional photography services will be available. GradImages provides a donation to the department; therefore, patronizing this vendor not only rewards you with a great product, it helps to give back to the History Department. For more information about their services, please visit gradimages.com

Flowers: Ashby Flowers graciously provides us with a large vase of flowers for the stage. Please reward Ashby Flowers' generosity by buying your flowers from their stand. Flowers will be sold in Lower Sproul Plaza by the entrance to Zellerbach before (and after) the ceremony. Let them know that you are there for the History Commencement and they will also give a portion of the proceeds to the department.

If you want to pre-order a bouquet, or an orchid flower lei, with specific colors or flowers, you can order in advance by calling (510) 849-3121. You may also see their prices and options online at: ashbyflowers.com.

If you order online, please specify the following so that your order will be waiting for you at the venue:

- Use promotion code **GRAD2018HIST** when ordering
- Include the ceremony date (5/16 at 9 a.m.) and location (Zellerbach Auditorium) in the special instructions
- Indicate that you are ordering for a History graduate

UC Berkeley Campus Map:

berkeley.edu/map

UC Berkeley Visitor Services:

visit.berkeley.edu

Berkeley Convention and Visitors Bureau:

visitberkeley.com