



**Lynnette Hulgan**  
House Coordinator x 1550

## HFAC Usher Requirements

According to Life Safety Code 12.7.6.1:

***Where the occupant load exceeds 250, additional trained crowd managers or crowd manager supervisors shall be provided at a ratio of one crowd manager or crowd manager supervisor for every 250 occupants.***

...therefore, at least one member of the HFAC usher core shall be present for every public event and charged to your organization at \$15 per hour.

Ushers are the most important workers in the HFAC: ushers assure safety for attendees, assist attendees with special needs (wheelchairs, walkers, small children, hearing impaired, etc), enforce HFAC policies (food and beverage, balloons, etc), hand out programs and other materials, take tickets, show patrons to their seats and alleviate any seating issues, handle box office ticket sales and are general ambassadors for your organization, the HFAC and the Hamilton School District.

For more information about ushers, please contact Lyn Hulgan at [hulgly@hamilton.k12.wi.us](mailto:hulgly@hamilton.k12.wi.us) or (414) 708-2355.