



# Welcome to Allina Commons at Midtown Exchange

## How to Find Midtown Exchange

Midtown Exchange (formerly the Sears building) is located at Chicago Avenue and Lake Street in Minneapolis. For driving directions on the AKN:

<http://idoc6/content6/groups/public/documents/workingdocuments/parking.pdf>.

For general information about Midtown Exchange: <http://midtowncommunityworks.org/exchange/>

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## Visitor Parking Directions

### Allina Employees

Employees who are visiting Allina Commons to attend a meeting or event may access the parking ramp from either 10th or 11th Avenues South. There are no designated employee parking stalls except for disabled motorists (vehicle permit required) and registered car or van pools.

Employee visitors must pull a ticket to enter the ramp. **Bring the ticket with you; do not leave it in your car.** To receive free parking, employees must present their Allina photo ID badge when signing in at the Allina Commons Welcome/Security desk to have their parking ticket validated.

Upon leaving the Midtown Exchange or ramp elevator lobby and **before** entering their vehicles, employees must insert their validated parking ticket into a "pay-as-you-go" machine. There are two "pay stations," one located at the Midtown Exchange entry/exit doors and another in the parking ramp elevator lobby. The machine returns the ticket marked "receipt paid." Submit this receipt at the ramp gate to exit.

There are 25, short-term parking spaces in the surface lot on the west (Chicago Avenue) side of

the Midtown Exchange building. If you use the lot, please register your vehicle when you sign in at the Allina Commons Welcome/Security Desk.

### Non-Allina employees

Visitors entering the Midtown Exchange ramp will take a ticket to access the ramp. **Bring the ticket with you; do not leave it in your car.** The ramp is equipped with an automated payment system. There is no parking attendant at ramp entrances or exits.

Upon leaving the Midtown Exchange or ramp elevator lobby and **before** entering their vehicles, visitors must insert their parking ticket into the "pay-as-you-go" machine to determine the fee owed. Visitors may pay for parking with cash or a credit card, after which the machine returns the ticket marked "receipt paid." Visitors submit this receipt at the ramp gate to exit.

There are 25, short-term parking spaces in the surface lot on the west (Chicago Avenue) side of the Midtown Exchange building. If you use the surface parking lot, please register your vehicle when you sign in at the Allina Commons Welcome/Security Desk.

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## How to Find Your Conference Room