

# *Hospice Taste of the Town 2011*

## *Volunteer sign up sheet*

Please check the items you are most interested in and indicate a time preference. Circle the item that is your first choice. If you do not have a preference, check all areas that you would be willing to volunteer. **Mandatory training sessions for ALL volunteers are scheduled for either noon or 5:30 p.m. on Monday, Aug. 15<sup>th</sup> at Showplace.**

If you would like to sign up other volunteers, please list their name, address, and phone number on the back of this sheet along with your own name. If you have any questions concerning the assignments and/or the event, just give us a call at 878-7226. Please mail or fax (889-3450) us this sign up sheet by **July 29, 2011**. You will receive your final assignment by mail. **You will need to confirm your final assignment by email or voicemail. (details to be provided with final assignment information)**

<u>VOLUNTEER JOB</u>	<u>VOL. NEEDED</u>	<u>TIMES NEEDED</u>
_____ Decorations/setup	10	Mon. Aug. 15 10 a.m. – 1 p.m. _____
	10	Mon. Aug. 15 1 p.m. – 4 p.m. _____
_____ Decorations/setup	5	Tues. Aug. 16 9 a.m. - 12 noon _____
_____ Restaurant Committee Assistants <b>(Must be able to lift boxes of paper goods)</b>	5	(3) Mon. Aug. 15 9 a.m. - 12 noon _____
		(2) Tues. Aug. 16 2 p.m. - 5 p.m. _____
_____ Restaurant Greeter/Check-In	4	(2) Tues. Aug. 16 9 a.m. - 1 p.m. _____
		(2) Tues. Aug. 16 1 p.m. - 5 p.m. _____
_____ Restaurant Setup/Move In	8	(3) Tues. Aug. 16 9 a.m. – 1 p.m. _____
		(5) Tues. Aug. 16 1 p.m. - 5 p.m. _____
_____ Beverage Setup	4	Tues. Aug. 16 3:30 p.m. – 5:30 p.m. _____
_____ Loading Dock Assistants <b>(Lifting)</b>	4	(2) Tues. Aug. 16, 12 p.m. - 3 p.m. _____
_____ Loading Dock Assistants <b>(Lifting)</b>	8	(4) Tues. Aug. 16, 3 p.m. - 6 p.m. _____
		(4) Tues. Aug. 16, 8:30 p.m. - 9:30 p.m. _____
_____ Breakdown Assistants	10	Tues. Aug. 16, 8:30 p.m. - 9:30 p.m. _____
_____ Silent Auction Host	30	(15) Tues. Aug. 16, 5 p.m. - 6:30 p.m. _____
		(15) Tues. Aug. 16, 6:30 p.m. - 8 p.m. _____
_____ Silent Auction Setup	10	(3) Mon. Aug.15 1 p.m. -3 p.m.
		(5) Tues. Aug. 16, 9 a.m. - 12 noon _____
		(2) Tues. Aug. 16, 1 p.m. - 3 p.m. _____
_____ Volunteer Check-in/Lost & Found	8	(5) Tues. Aug. 16, 4:30 p.m. - 7 p.m. _____
		(3) Tues. Aug. 16, 7 p.m. - 9 p.m. _____
_____ Post-event Surveyors	3	Tues. Aug. 16, 7 p.m. - 8:45 p.m. _____

<b>Vol. Jobs Tues. Aug. 16<sup>th</sup></b>	<b>Vol. Needed</b>	<b>First shift (5:00 – 7 p.m.)</b>	<b>Second Shift (6:45 – 8:45 p.m.)</b>
____ Kid's Zone Volunteers	16	(8 first shift) ____	(8 second shift) ____
____ Greeters/Crowd Control	10	(5 first shift) ____	(2 second shift) ____
*We need 2 to 3 first shift greeters to be in place at <b>4:30 p.m.</b> (until 6 p.m.) ____			
____ Entry Ticket Sales	10	(7 first shift) ____	(3 second shift) ____
____ Entry Ticket Takers	6	(4 first shift) ____	(2 second shift) ____
____ Restaurant Rovers	50	(25 first shift) ____	(25 second shift) ____
____ Trash Removers	10	(5 first shift) ____	(5 second shift) ____
____ Beverage Runners	8	(4 first shift) ____	(4 second shift) ____
____ Beverage Station Volunteer	30	(15 first shift) ____	(15 second shift) ____
____ ID Check Table	8	(4 first shift) ____	(4 second shift) ____
____ Food Ticket Sellers/ Alcoholic Bev. ID Bracelets	36	(24 first shift) ____	(12 second shift) ____
____ Table Busing Assist	16	(8 first shift) ____	(8 second shift) ____
____ Hospice of the Piedmont Bag and T-shirt Sales	4	(2 first shift) ____	(2 second shift) ____
____ Balloon Monitors	8	(4 first shift) ____	(4 second shift) ____

**Please fill out information on each volunteer with complete addresses:**

Your Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Emergency Contact and Phone: \_\_\_\_\_

Preferred T-shirt Size: S M L XL XXL XXXL

Your Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Emergency Contact and Phone: \_\_\_\_\_

Preferred T-shirt Size: S M L XL XXL XXXL

**Please return to Debbie York, Volunteer Committee Chair  
Hospice of the Piedmont, 1801 Westchester Drive, High Point, NC 27262**