

Fantasy Forest 2010

Secure your place as a volunteer. We need your help!

Please respond by October 15, 2010

Name _____

Address _____

Day Phone _____

Evening Phone _____

E-Mail _____

Are you over 21 years of age? ____ Yes ____ No

I will help on the following days and times:

Sunday November 14

Set up of event

____ Morning
____ Afternoon

Monday November 15

Set up of event

____ Morning
____ Afternoon

Tuesday November 16

Laugh Factory

____ Morning
____ Afternoon
____ Evening

Wednesday November 17

Fashion Show/Open House/
Family Game Night

____ Morning
____ Afternoon
____ Evening

Thursday November 18

Senior Day/Open House/
Father Daughter Dance

____ Morning
____ Afternoon
____ Evening

Friday November 19

Deck the Halls/
Open House/Dance Fever

____ Morning
____ Afternoon
____ Evening

Saturday November 20

Candy Cane Carnival/
Open House/Gala & Live Auction

____ Morning
____ Afternoon
____ Evening

Sunday November 21

Take down of event

____ Morning
____ Afternoon

I will work any of the following jobs: (See reverse side for job descriptions)

- | | |
|---------------------------|--|
| ____ Silent Auction Angel | ____ Set up tables for events |
| ____ Food/Drink Server | ____ Move tables between events |
| ____ Tree Angel | ____ Raffle Ticket Sellers |
| ____ Gift Shop Angel | ____ Coffee Maker |
| ____ Setting up | ____ Clean up on Sunday |
| ____ Bathroom Monitor | ____ Dishwasher |
| | ____ Food/Beverage Donator to Volunteers |

I am an entertainer ____ My talent is: _____

Please mail back to:

MGHF-Fantasy Forest

PO Box 1668, Shelton, WA 98584 or Fax: (360) 427-4448

Questions please call: Sallie Faughender at (360) 426-1198 or Development Office at (360) 427-3623

****Shift Times are approximate and volunteer are asked to stay during the entire duration of the event****

Job Descriptions:

SILENT AUCTION ANGEL

Watch over silent auction table, keep it neat, answer questions, make sure no late bids are made and assist chairman when she picks up the bid slips.

FOOD/ DRINK SERVER

Working under direction of lead server, serve food and or drink to tables. Be available for requests from tables and be available to clean up tables after event.

TREE ANGEL

Stand close enough to decorated trees and scenes that you can keep people from touching them or knocking them over.

GIFT SHOP ANGEL

Move among tables in gift shop. Keep watch. Answer questions (find prices if missing, etc.) Be a presence.

SETTING UP PRIOR TO OPENING DAY

Moving furniture, helping tree designers, if needed, unpacking boxes. Generally assisting where needed.

BATHROOM MONITOR

Stay in bathroom during event especially for events with young girls. Make sure older girls not intimidating younger girls and encourage them to not leave the room a mess.

SET UP TABLES FOR EVENTS

Place glasses, plates, silverware, napkins and centerpieces on tables. Requires early arrival at a time which you will be given.

MOVE TABLES BETWEEN EVENTS

Different events require different numbers of tables and different placements. It is your job to accomplish this.

RAFFLE TICKETS SELLERS

Move around room and approach attendees to buy tickets. Watch for them to call you to table and be prepared to describe raffle prizes.

COFFEE MAKERS

Keep fresh coffee made. Usually is made in kitchen so you will refill carafes from the pot in the kitchen and take to bar area. Keep clean cups available. Keep cream and sugar stocked.

CLEAN UP ON SUNDAY

Take everything down, restore Pavilion to pre-event condition. Pack up & load things that don't stay at Pavilion and get them to storage.

FOOD/BEVERAGE DONATOR

Bake/cook/buy foods for volunteers to eat before opening days, during events and in between events.