

Volunteer for Hoover Invitational Marching Band Festival TEAM; October 17, 2009

Student(s) Name _____

My Contact Information: Name _____

Phone(s) _____

Please Print Clearly E-mail _____

Send form by fax to 866-685-0655 or e-mail form or info to: ben@alaspac.com , Ben Chambless Festival Chairman

I would be available for the following times and prefer these selected areas (Team Leader or Asst, **write in TL or TLA**)

Areas	Times	Morning / Afternoon / Evening / Pre-Festival Preparations
_____ Band EQ Management		Using tow vehicles & borrowed trailers, move band eq from parking thru warmup and performance & back
_____ Equipment Management		Collection, tagging & delivery, some setup of tables, tents, ext cords etc as needed
_____ Concessions		We operate 5 or more permanent stands in Regions Park
_____ First Aid		Provide basic services to visiting bands, Paramedics are on duty for serious issues
_____ Security		Securing selected areas for Judges, visitors, directors, etc. Hoover Police will be on site.
_____ Registration		Register visiting bands and directors and provide act as guide until performance (mostly students early)
_____ Water Brigade		Providing cold water to band members during process from parking to field performance
_____ Communications		Radios and runners, information to various areas and services
_____ Seating and Signs		Develop seating plan for visiting bands and create and post signage for seating, etc.
_____ Information		General Information and PR to all visitors, maps, schedules, etc.
_____ Program Sales		Sales booth for festival programs, festival & band shirts, other
_____ Advertising Coordinator		Track and process advertising sales from parents/students for festival program
_____ Staffing		Create list of volunteers, general schedule and assignments by need for event (mainly students)
_____ Tickets		Ticket sales in sales booth day of event
_____ Gate		Control gate and entry points, collect tickets
_____ Parking		Greeting at entry, direct to parking area, orderly parking (FREE parking this year)
_____ Hospitality		Provide meals and refreshments to visiting Judges, Band Directors, VIP's, etc.
_____ Program/Shirts Design		Develop graphics for festival shirts & program cover, assemble program from ads & photos
_____ Treasurer		Accounting and coordination of all PO's, expenses and income from festival
_____ Judges Tabulation		Enter judges scoring data into spreadsheets
_____ Staging		Directs bands at starting/entry point of field, keeps each band entering on time
_____ Photography Asst		Assist professional photographer with photos, etc. for visitor bands