

16th ANNUAL KALAMAZOO BLUES FESTIVAL
JULY 9, 10, & 11, 2009 *VOLUNTEER POSITIONS*

All Volunteers will receive a free T-Shirt, which must be worn when you are on duty.

TICKET SALES	SOFT DRINK SALES	MERCHANDISE SALES
MAIN GATE	HOSPITALITY TENT	CHILDREN'S TENT (Sat. only)
SERVICE GATE	VOLUNTEER TENT	VENDOR TICKET COUNTERS
BEER TENT	FESTIVAL SERVICES	

Set Up - Wednesday Evening 5:00 – 6:00 P.M. *Tear Down – Sunday 9:00 A.M.*

****NO DRINKING OF ALCOHOLIC BEVERAGES DURING WORKING HOURS!!**

TICKET SALES: Taking money and issuing tickets for beer, wine, and food. (Training will be provided)

MAIN GATE: Volunteers will take entrance fees, make change, and operate a credit card machine. Others will check wristbands, monitor the entrance area and take demographics information.

(Security will check ID's and put wristbands on customers)

SERVICE GATE: Volunteers will check in daily volunteers on a list and direct them to the Volunteer Tent. They will check in backstage and video personnel, vendor workers, etc. (Security will check ID's and put wrist bands on customers). **NO one is to be admitted without official passes or their names on the official list.**

VOLUNTEER/INFORMATION: Check in Volunteers, Issue T-Shirts; Direct Volunteers to their assigned area; and answer questions of the festival guests.

MERCHANDISE SALES: Volunteers will be expected to handle cash transactions, operate a credit card machine, sell KVBA merchandise, and sell KVBA memberships. They will keep a running tally of sales.

SOFT DRINK SALES: Volunteers will take tickets for soft drinks.

BEER TENT: Volunteer must be 21 years of age. They will collect tickets, check for proper wristbands, and serve beverages. If there is doubt the customer is 21 years of age, security will check ID's. Training will be provided.

NO DRINKING OF ALCOHOLIC BEVERAGES WHILE WORKING.

VENDOR TICKET COUNTERS: Volunteers will collect & count Vendor tickets.

CHILDREN'S TENT: To assist the supervisor in organizing and overseeing the children's activities.

HOSPITALITY TENT: Volunteers to serve food, clear tables and greet artists and VIP's.

FESTIVAL SERVICES: Volunteers to assist guests, artists, vendors, and work in festival site maintenance.

PLEASE INDICATE DESIRED DATES & TIMES ON REGISTRATION FORM

**** Please include your email address on Registration Form if possible.**

****THURSDAY, 7-9-09 Need Volunteers: all areas with the exception of the Children's tent and Vendor Tickets**
SET UP – Wednesday evening 5:00 or 6:00 pm, July 8, 2009 **TEAR DOWN** - Sunday, 9:00 A.M, July 12, 2009

***VOLUNTEERS** working Set-Up or Tear Down will be provided with **Free Admission** on the day of their choosing. Please indicate on Registration Form or inform Nancy of desired day for free admission.

Nancy email: king-nancy@att.net

Phone: 342-5733