



Volunteer Name: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Cell Number: \_\_\_\_\_  
Email: \_\_\_\_\_

**CheckIn / Orientation:** You will need to check in no later than 2:00pm and attend a brief orientation meeting. The location of the volunteer check-in area will be at the information booth (see map online). We count on your presence and prompt arrival. If your schedule changes, please contact us immediately. Volunteers that do not contact us with schedule change and do not show up on time will be removed from the volunteer team and will not be allowed to participate. At check in you will be given a t-shirt and assigned your pouring station or job duty. Volunteers are NOT allowed to pick and choose their desired station.

**T-shirt/Clothing:** Your volunteer t-shirt is your uniform. You must wear it at all times when you are working. You will receive an event t shirt when you check in at the beginning of your shift. Your pants, skirt and rest of your clothing must be appropriate for the position you are in.

**Responsibilities:** Your main responsibility as a volunteer is to offer assistance and information to our guests and brewers in your assigned area. Please be courteous and helpful to all participants and offer any assistance to those with special needs.

**On Duty Rules:**

1. Volunteers may not, under any circumstance, over indulge. Over indulgence on- site will result in immediate removal from the event and any/all future events. As a BNBA volunteer we expect that you fully adhere to all rules & regulations while representing the Buffalo Brewers Festival to the public. Anyone taking advantage of this policy will be escorted out of the event.
2. Volunteers should not be in the beer lines until after 4:30 PM
3. Don't hesitate to find security and/or festival organizers if people are being unruly, disrespectful, dangerous or over intoxicated.
4. Don't leave your station unattended.
5. Taps, tap handles, signs, posters, advertisements, beer pouring equipment, etc. are property of the individual breweries or distributors and are only to be removed by said entities.

**Arrival & Breaks:** Please allow adequate time to allow for parking and check-in at least 45 minutes prior to your scheduled shift time. Your breaks will be coordinated by your captain.

**Volunteer Benefits:** A private after party will be held following the festival at Flying Bison Brewing Company, 8-10pm. The party is only open to volunteers, festival and brewery staff. More information will be provided to the email above.

Volunteer \_\_\_\_\_ Date \_\_\_\_\_



## FESTIVAL PARKING & SITEPLAN

