



[www.RiverCityReadingFestival.org](http://www.RiverCityReadingFestival.org)

Saturday, October 9, 2010 10:00 AM to 2:00 PM

Lawrence Public Library – 707 Vermont

**VOLUNTEER**

**NAME:** \_\_\_\_\_

**GROUP AFFILIATION** \_\_\_\_\_ **Leader** \_\_\_\_\_

**CONTACT INFORMATION** Phone \_\_\_\_\_ (  Preferred?)

E-Mail \_\_\_\_\_ (  Preferred?)

Address \_\_\_\_\_

**TIME AVAILABLE**                     9:30 AM TO 12:00                     12:00 TO 2:30 PM

**SPECIAL SKILLS** \_\_\_\_\_

**EMERGENCY CONTACT** \_\_\_\_\_ **PHONE** \_\_\_\_\_

**VOLUNTEER TASKS:** Indicate your interest and efforts will be made to match you with needed assistance.

- Distribute promotional material prior to the event
- Help authors, vendors, etc., carry in equipment before the event on Saturday
- Tear down and clean up after event
- Wear costume for story book characters and interact with children
- Author support – before, during, and after presentation
- Greeters – direct guests to venues, control doors, count patrons
- Assist with children’s activities and crafts
- Clean up, trash removal during event
- Volunteer check-in and out – Record service hours; transfer buttons

Mail completed form to River City Reading Festival, Attn: Volunteers, POBox 1537, Lawrence, KS 66044  
E-mail form to: [volunteersw@RiverCityReadingFestival.org](mailto:volunteersw@RiverCityReadingFestival.org)  
Questions or need more information, please call Mary Ann Clark @ (785) 843-4551