



## 2019 Volunteer Guide



**T**hank you for volunteering for the 49<sup>th</sup> annual Festival of Trees. We appreciate your help and support to make the festival a success and help patients at Primary Children's Hospital. This year's Opening Night is December 3, 2019. Festival is open to the public December 4-7, 2019 at the Mountain America Expo Center in Sandy.

We hope this information will be helpful as you prepare to help at this memorable community event. If you have questions or concerns, don't hesitate to contact us.



## Guidelines & Information

- Must be at least 16 years old.
- Wear professional, clean, and appropriate attire. (no jeans, sandals, t-shirts, hats, etc) Visit the website for more information.
- Wear Festival of Trees I.D. during shift.
- Leave valuables and personal items at home. (Festival isn't responsible for lost/stolen items)
- Arrive early to find parking and check-in.
- Hosts for trees, wreaths, and other auctions check in at the hosting room - 200 C.
- If you are volunteering in a shop, and already have a host ticket, report directly to that area for instructions. If you do not have a host ticket, check in at room 200C.
- Take care of your area: engage attendees, pick up litter, ensure items aren't touched.
- On the back of each auction item is a story. Read the story and share it with visitors.
- If you need to leave your area for a break, make sure another host is there to cover for you.
- Shift ends when your replacement arrives.

For questions contact:

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For more information, including FAQs visit:  
[festivaloftreesutah.org](http://festivaloftreesutah.org)

You are scheduled to volunteer:

*Day of Week*

*Date*

*Time*

Department: \_\_\_\_\_