

Shift Schedule Brief

3/19/2010

Example	Shirt Size Man Lady	(5 Hrs) 8 AM - 1 PM	(5 Hrs) 1 PM - 6 PM	Notes
		List preference here or leave blank for assignment.		
Dale Green (example)	L	Receiving	Staging	
Janet Dennis (example)		Registration	-	
Cathy Blaha (example)		-	Registration	

Tuesday (Aug. 24)		(5 Hrs) 8 AM - 1 PM	(5 Hrs) 1 PM - 6 PM	Notes
Name #1			(4) Registration	(X) = # of people
Name #2		(6) Set Up Parking	(6) Set Up Parking	
Through				
Name #10				

Wednesday (Aug. 25)		(5 Hrs) 8 AM - 1 PM	(5 Hrs) 1 PM - 6 PM	Notes
Name #1		(4) Registration	(8) Registration	
Name #2		(10) Receiving	(10) Receiving	
Through				
Name #20				

Thursday (Aug. 26)		(5 Hrs) 8 AM - 1 PM	(5 Hrs) 1 PM - 6 PM	Notes
Name #1		(8) Registration	(8) Registration	
Name #2		(15) Receiving	(15) Receiving	
Through				
Name #25				

Friday (Aug. 27)		(5 Hrs) 8 AM - 1 PM	(5 Hrs) 1 PM - 6 PM	Notes
Name #1		(8) Registration	(4) Registration	
Name #2		(15) Receiving	(15) Receiving	
Through				
Name #15				

Saturday (Aug. 28)		(5 Hrs) 8 AM - 1 PM	(5 Hrs) 1 PM - 6 PM	(4 Hrs) 6 PM - 10 PM
Name #1		(4) Registration	(4) Registration	Registration Closed
Name #2		(15) Receiving	(15) Receiving	(15) Receiving
Through		(5) Bidders Area	(5) Bidders Area	(5) Bidders Area
Name #20				

Sunday (Aug. 29)		(5 Hrs) 8 AM - 1 PM	(5 Hrs) 1 PM - 6 PM	Notes
Name #1		(6) Receiving	(6) Receiving	
Name #2				
Through				
Name #6				

VOLUNTEER PREFERENCES

Registration - Support registration for entire BlackTop National's event.

Receiving ---- Support vehicles entry & exit to & from outside Expo & Exhibition Halls

- Direct participants to auction registration office

- Receive registration info & help participants park the vehicle

Staging ----- Groups of 3 or 4 people to push cars to & from staging areas

- Ensure paperwork is placed on vehicle

On-Deck ----- Push or drive cars up on stage

Bidders Area - Manage bidder area entry & exit & credentials