



Festival of the Arts

Featuring
Art
Crafts
Food
Children's Area
Entertainment
All in
Arbuckle Acres Park

With its long standing tradition in the town of Brownsburg, **Festival of the Arts** features expanded activities and with more than 120 artisans and craft exhibitors from around the Midwest. Included in the event is a food court, children's creative area and live entertainment on a main stage! All of this will take place throughout Arbuckle Acres Park for all to enjoy. All proceeds directly benefit the Brownsburg Chamber of Commerce. The 33rd annual Festival of the Arts will take place **July 21, 2012**.

Volunteer in Advance of Festival

Week of June 25 (at your leisure)

- Deliver window posters to local businesses and restaurants
(asking permission before hanging posters)
- Deliver lawn signs to local businesses, friends and family
(asking permission before putting sign in ground)
- Make contact with local businesses asking them to support BCOC by changing out their advertising board to announce FOTA

Set-Up Days Volunteer Shifts

Thursday, July 19th (set-up day) 12PM – 4PM

- Marking of Booth Spaces
- Set-Up of Picnic Tables in Food & Entertainment Areas

Friday, July 20th (set-up day) 7:45AM – 11:45AM

- Assist with Exhibitor Check-In
- Wherever I am Needed

11:30AM – 3:30PM

- Assist with Exhibitor Check-In
- Assist with Setting Posts & Erect Fencing
- Wherever I am Needed

3:30PM – 7:30PM

- Assist with Exhibitor Check-In
- Wherever I am Needed
- Set-Up Tables in Children's Area

2012 Volunteer Registration Form

Festival of the Arts Date and Hours

Exhibit Hours July 21 8AM – 3PM

(PLEASE TYPE OR PRINT CLEARLY)

Volunteer Information

Contact Name: _____

Address: _____

City: _____ State/ZIP: _____

Daytime Phone (with area code): _____

Email: _____

Important: Confirmation letter will be emailed to this email address.

Emergency Contact: _____

Emergency Contact Phone: _____

T-Shirt Size: Small Medium Large X-Large XX-Large

Age (if under 16): _____

Volunteers must be 16 years of age or older for volunteer positions, however an exception can be made for those volunteering with their parents or guardian.

NOTE:

Register for as many shifts as you like. **Please register only for the shifts that you want, only when you are available.**

If you would like to volunteer with someone else, please be sure you have each person fill out an application with the same position, day and shift. When you check in for your shift at the festival, let us know that you would like to work with another person and we will do our best to accommodate your request.

Saturday, July 21st Volunteer Shifts

Show Day

7:30AM – Noon

- Attendee Services (Greeter, General Festival/Community Info, Floater)
- Children's Area Assistance (HIP Studios)
- Entrance/Admission Gates
- Parking Assistance
- Wherever I Am Needed

12:00PM – 3:30PM

- Attendee Services (Greeter, General Festival/Community Info, Floater)
- Children's Area Assistance (HIP Studios)
- Entrance/Admission Gates
- Parking Assistance
- Wherever I Am Needed

3:00PM Until Done

- Take Down Fencing and Posts
- General Clean-Up Duties as needed

Festival Show Management

Brownsburg Chamber of Commerce

FAX: 317-852-8688

MAIL: Brownsburg Chamber of Commerce, 61 North Green Street
Brownsburg, IN 46112

EMAIL: lblack@brownsburg.com