

Merrie Market 2010 Volunteer Sign-Up Form

Volunteers make Merrie Market a success!

Did you know that 100% of Merrie Market funds go toward programs to help all students? Let's make this Merrie Market the best ever and ensure Visitation's future for another 400 years.

Please complete this sheet and return to the Merrie Market Office or your student's classroom teacher **ASAP**.

You will be contacted about your shift either by a phone call, a letter or email.

If you have any questions, please contact:

Julie Brady 651-340-8699
Kelly Nitschke 952-929-6750
Gingi Hickey, Merrie Market Office 651-683-1725

julie.brady@comcast.net
kellynitschke@hotmail.com
ghickey@vischool.org

Thank you!

VOLUNTEER (1):

Name: _____ Email: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

VOLUNTEER (2):

Name: _____ Email: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Please complete next page.



Please complete this sheet and return it to the Merrie Market office or to student's class room teacher as soon as possible. We need you!

Indicate preferred shifts below. Indicate in box which volunteer is available for the shift.

Pre-event				√
Position	Description	Date	Time	
Basket Assembly	Arrange, assemble class baskets	Saturday, February 20	9:00 AM-1 PM	
Basket Assembly	Arrange, assemble class baskets	Wednesday, March 3	9:00 AM-1 PM	
Set-up	Decorations	Wednesday, March 3	1:00 PM-3:00 PM	
Set-up	Set-up auction, decorations	Thursday, March 4	9:00 AM-Noon	
Set-up	Set-up auction, decorations	Thursday, March 4	12:30 PM-3:00 PM	
Set-up	Set-up small gym and foyer	Friday, March 5	9:00 AM-Noon	
Set-up	Set-up small gym and foyer	Friday, March 5	1:00 PM-3:00 PM	
Table Decorations	Set dining tables and arrange chairs	Saturday, March 6	9:00 AM-Noon	

Merrie Market Position	Friday Family Basket Night Description	Friday, March 5 Time	√
Registration	Register guests and issue bid numbers.	4:45 PM-7:00 PM	
Basket Booth Leaders	Monitor bidding and pass out baskets to successful bidders	5:00 PM-9:00 PM	
Basket Booth Shift	Monitor bidding and pass out baskets to successful bidders.	6:00 PM-7:30 PM	
Basket Booth Shift	Monitor bidding and pass out baskets to successful bidders.	7:00 PM-8:30 PM	
Raffle Booth	Sell raffle tickets on Raffle Row.	5:30 PM-8:30 PM	
Raffle Sales	Circulate among guests, selling raffle tickets & beads.	5:00 PM-7:00 PM	
Raffle Sales	Circulate among guests, selling raffle tickets & beads.	7:00 PM-9:00 PM	
Kids Activities	Monitor games, supervise students leading activities.	5:00 PM-6:15 PM	
Kids Activities	Monitor games, supervise students leading activities.	6:00 PM-7:15 PM	
Kids Activities	Monitor games, supervise students leading activities	7:00 PM-8:15 PM	
Check-out	Collect, file and organize bid-slips. Assist Cashiers with payments.	5:00 PM-9:00 PM	
Booth Captain	Monitoring Silent Booth Tables	5:00 PM-7:00 PM	
Booth Captain	Monitoring Silent Booth Tables	7:00 PM-9:00 PM	
Where needed	I am flexible! Put me where needed.	5:00 PM-7:00 PM	
Where needed	I am flexible! Put me where needed.	7:00 PM-9:00 PM	

Merrie Market Position	Saturday Night Gala Event Description	Sat, March 6 Time	√
Registration	Register guests and issue bid numbers.	5:00 PM-8:00 PM	
Raffles	Assist with Raffle Row Events	5:00 PM-8:00 PM	
Raffles	Assist with Raffle Row Events	8:00 PM-10:00 PM	
Check-out	Collect, file and organize bid-slips. Assist cashiers with payments.	5:00 PM-11:00 PM	
Booth Captain	Monitoring Silent Booth Tables	5:00 PM-8:00 PM	
Auction Spotter	Help the auctioneer spot bidders	8:00 PM-10:30 PM	
Where needed	Be flexible	5:00 PM-8:00 PM	
Where needed	Be flexible	8:00 PM-11:00 PM	

March 8, 2008		Sun, March 7	√
Morning clean up	Enjoy coffee and donuts. Bring items to storage, sweep.	9:00-Noon	