

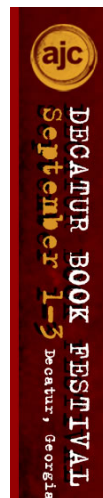
AJC DECATUR BOOK FESTIVAL

September 1 through 3, 2006

Volunteer Sign Up Form

The Literary World Descends upon Decatur!

www.decaturookfestival.com



**** ASK ABOUT GROUP VOLUNTEER OPPORTUNITIES! ****

Name: _____ E-mail: _____

Group Name (if applicable): _____ Number in Group (will contact for names): _____

Address: _____

Day Phone: _____ Evening Phone: _____ Cell Phone: _____

**** T-shirt Size:** Small Medium Large XL XXL XXXL (Size not guaranteed)

Please sign me up for the following (see reverse side for more information and check appropriate boxes):

- | | |
|--|---|
| <input type="checkbox"/> I am a leader and will take charge of a festival area! | <input type="checkbox"/> I'll Help When Most Needed/Where Most Needed |
| <input type="checkbox"/> Exhibitor/Volunteer Check In | <input type="checkbox"/> Children's Area (parade, activities, costume characters & escorts, silent auction, book signings) - Great for Groups! |
| <input type="checkbox"/> Friday evening | <input type="checkbox"/> Saturday |
| <input type="checkbox"/> Saturday | <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon |
| <input type="checkbox"/> Sunday | <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon |
| <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon | <input type="checkbox"/> Saturday |
| <input type="checkbox"/> Event Set Up - Great for Groups! ** | <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon |
| <input type="checkbox"/> Friday | <input type="checkbox"/> Sunday Afternoon |
| <input type="checkbox"/> Afternoon <input type="checkbox"/> Evening | <input type="checkbox"/> Author Escorts |
| <input type="checkbox"/> Saturday morning (6:30 - 9:30 am) | <input type="checkbox"/> Saturday |
| <input type="checkbox"/> Event Breakdown - Great for Groups! ** | <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon |
| <input type="checkbox"/> Sunday evening (5:30 - 7:30 pm) | <input type="checkbox"/> Sunday Afternoon |
| <input type="checkbox"/> Book Market on the Square - Support Services | <input type="checkbox"/> Book Signing Venue Support |
| <input type="checkbox"/> Saturday | <input type="checkbox"/> Saturday |
| <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon | <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon |
| <input type="checkbox"/> Sunday | <input type="checkbox"/> Sunday Afternoon |
| <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon | <input type="checkbox"/> Souvenir/Information Tent |
| <input type="checkbox"/> Book Market on the Square - Greeters | <input type="checkbox"/> Saturday |
| <input type="checkbox"/> Saturday afternoon <input type="checkbox"/> Sunday afternoon | <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon <input type="checkbox"/> Evening |
| | <input type="checkbox"/> Sunday |
| | <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon <input type="checkbox"/> Evening |

Comments: _____

(See volunteer position descriptions and additional sign up information on next page.)

Decatur Book Festival takes place rain or shine!!!

2006 Volunteer Opportunities

Leadership Opportunities: Perfect for a well organized person who enjoys working with people. You will be one of our important ambassadors for the festival. Preference will be given to those with close ties to Decatur. You will be contacted about specific assignments that are available.

Exhibitor/Volunteer Check In: Volunteers are the key to the festival. Check in volunteers and direct them to their assignment. You will also check in exhibitors for the Book Market on the Square. Great area to meet people.

Event Set Up: Help set up in one of two event locations. Set up at the Book Market on the Square or at the Antiquarian Book Fair at the Holiday Inn Select Conference Center. Set up volunteers may participate in a special author event. **GREAT VOLUNTEER OPPORTUNITY FOR A GROUP!**

Event Breakdown: Help with breakdown at one of two event locations - the Book Market on the Square or at the Antiquarian Book Fair at the Holiday Inn Select Conference Center. Breakdown volunteers may participate in a special author event. **GREAT VOLUNTEER OPPORTUNITY FOR A GROUP!**

Book Market on the Square - Support Services: Work with the various booths in the marketplace on the Square where participants can buy books and other reading-related products.

Book Market on the Square - Greeters: Welcome attendees to the festival marketplace. Greeters will hand out programs and assist with directing festival-goers.

Children's Activities: Wide variety of volunteer opportunities available, including assisting with the parade, craft activities, dressing as costume characters, character escorts, silent auction, book signings . Those who are actors at heart will enjoy transforming into popular children's book character (costumes will be provided).

Author Escorts: Responsible for escorting authors to their venues and requires a great deal of walking. This is a wonderful job for a people person. You will be considered the Author's "personal assistant" and will help them with any special requests. This position is an ambassador for the Decatur Book Festival, as well as the City of Decatur; therefore, preference will be given to those with close ties to Decatur (live or work in Decatur or a frequent volunteer at Decatur events). Preference will also be given to those with previous related experience.

Book Signing Venue Support: Responsible for assisting at one of the author venues, including directing patrons to seating and managing lines during book purchases and signings. Some venues will need cashier assistance with book sales.

Souvenir/Information Tent: Answer questions and direct festival-goers. Sell Decatur Book Festival souvenirs.

* You will be contacted by e-mail or phone regarding scheduling. Volunteer shifts range from 2 to 4 hours depending on the assignment. Volunteers will receive a 2006 Decatur Book Festival t-shirt. Every effort will be made to provide requested t-shirt size but size is not guaranteed.

** For more information, please contact *Volunteer! Decatur* at 678/553-6548 or laharvey@decaturga.com.

Return form by mail to:

Volunteer! Decatur

P.O. Box 220

Decatur, GA 30031

Phone: 678/553-6548

E-mail: laharvey@decaturga.com

Drop off form at:

Decatur City Hall (DDDA office)

509 N. McDonough St. (at Trinity Pl., next to Eddie's Attic)

(Renovated City Hall building has reopened!)

Fax to: 404/371-1593

Visit us on the web: www.decaturga.com

