



39<sup>th</sup> Annual

# Oktoberfest!

Saturday, October 1<sup>st</sup>, 2016

## VOLUNTEER BOOTH APPLICATION

Please Circle One: **Business** **Non-Profit** **Individual**  
**PLEASE RETURN APPLICATION BY Thursday September 8<sup>th</sup> 2016**

Applicant \_\_\_\_\_

Contact Representative \_\_\_\_\_

Phone Daytime \_\_\_\_\_ Cell# \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

E-mail Address \_\_\_\_\_ Fax \_\_\_\_\_

Shift Time First Choice \_\_\_\_\_ Second Choice \_\_\_\_\_

Number of people provided for Shift #1 \_\_\_\_\_ Shift #2 \_\_\_\_\_

**Saturday October 1<sup>st</sup>, 2016, Oktoberfest! will open at 12 Noon until 11 PM. Two Shifts: #1 from 1:00 PM to 6:00 PM & Shift #2 from 6:00 PM to 10:00PM**

**Must report to Volunteer Booth for Shift #1 no later than 11:00 AM and Shift #2 no later than 4:30 PM**

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### FOR CHAMBER USE ONLY

Booth Assigned: Wine Booth #1 in front of "Basin 141 " 1pm to 10pm (Arrive 1:30 for Set Up)

Location: \_\_\_\_\_

Check -in time: 11am At: Volunteer Booth in Citibank Parking Log

Hours of Booth Operation: 12pm to 10pm - Required personnel per hour in booth: \_\_\_\_\_

## APPLICANT AGREES TO THE FOLLOWING

- 1) To provide all necessary personnel to carry out the activities of the assigned booth on the day of Oktoberfest
- 2) To attend the pre event mandatory meeting / training session on Thursday, September 29<sup>th</sup> at the Citibank Community Bank, located at 2350 Honolulu Avenue from 6:00 PM until 8:00 PM
- 3) Not to distribute any advertising literature, samples or gifts of any kind, with or without charge expect as is specifically permitted in writing by the Chamber.
- 4) That their business / organization will not hang, display, hand out or sell any advertisements, notices, products or signs regarding their business / organization expect for the following
  - A. One banner or sign with the business / organization name, size not to exceed 10 x 3
  - B. Clothing, buttons or hats with the name of the business / organization worn by the members of the business / organization
- 5) Not to solicit memberships or contributions in any form from Oktoberfest attendees while working in booth
- 6) No persons under the age of 21 will be allowed to dispense or serve any alcoholic beverages. If your booth is serving alcoholic beverages (hours for this will be from 2:00 PM until 10:00 PM) more than 2/3 of your members must be 21 years or older. No one in your business / organization under 21 years of age may dispense, take any order or be involved in any part of a beer / wine transaction whatsoever.
- 7) Every member working in your booth will charge EVERYONE and collect from EVERYONE the set ticket price for all food, drinks, games, rides, activities and any other entertainment provided by the participant members. There is absolutely no free or complimentary food, beverages, games, rides activities or entertainment provided by the participant members.
- 8) If the applicant is:
  - A. **OPENING** a booth the participant must guarantee that at least ½ of the applicant members will arrive at the booth site by 11:00 AM to arrange the supplies, organize the equipment and hang the Oktoberfest signs before the booth opens at Noon.
  - B. **CLOSING** a booth the applicant guarantees that at least ½ of the applicant members will remain at the site to dispose of any trash in or around the booth area, repack all of the equipment for storage, repack all food / supplies and remain at the booth until all food, supplies and equipment has been picked up by Oktoberfest staff.

Please note the Chamber makes an effort to accommodate your booth preferences but cannot guarantee your placement.

**A representative from any volunteer group must attend the mandatory Volunteer Meeting on Thursday, September 29<sup>th</sup> from 6:00 PM until 8:00 PM in the Citibank Community Room (No Expectations)**

Failure of participant to perform by this agreement may result in refusal by the Chamber to permit in any future participation.

**PLEASE SIGN AND RETURN THIS FORM**

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Applicant (Business / Organization Name)

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Name of Authorized Representative (Please Print)

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Signature of Authorized Representative

Day Tele # \_\_\_\_\_ Evening Tele # \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Please provide an alternative contact name and #

***We appreciate your assistance in the most anticipated event in Montrose!***