

Festival of Trees 2024 - Volunteer Signup Schedule

Name: _____
 Address: _____
 Email: _____
 Phone #: _____

Please initial your preferred dates and shifts and return the registration for as soon as possible.
 We will make reasonable efforts to accommodate your preferred shifts.
 You can also sign up using the online form at <https://fot.org/wp/volunteer-opportunities/volunteer-signup/>
 Thank you for volunteering to participate in this year's event!

Date	Event	Task/Item	#	Start	End	Initials
Wednesday November 20, 2024	Setup Day 1	General Setup - Day 1 - 1st Shift	15	8:00 AM	12:00 PM	
		General Setup - Day 1 - 2nd Shift	15	12:00 PM	4:00 PM	

Date	Event	Task/Item	#	Start	End	Initials
Thursday November 21, 2024	Setup Day 2	General Setup - Day 2 - 1st Shift	15	8:00 AM	12:00 PM	
		General Setup - Day 2 - 2nd Shift	15	12:00 PM	4:00 PM	

Date	Event	Task/Item	#	Start	End	Initials
Friday November 22, 2024	Setup Day 3	General Setup - Day 3 - 1st Shift	15	8:00 AM	12:00 PM	
		General Setup - Day 3 - 2nd Shift	15	12:00 PM	4:00 PM	

Date	Event	Task/Item	#	Start	End	Initials
Saturday November 23, 2024	Pre-Festival Preview Gala	Gift Shop	6	6:00 PM	10:00 PM	
		Package Pickup	4	6:00 PM	10:00 PM	
		Coat Check	4	6:00 PM	10:00 PM	
		Tabletop Trees and Wreaths	4	6:00 PM	10:00 PM	
		50-50 Tickets	2	6:00 PM	10:00 PM	
		Santa Photos	2	6:00 PM	10:00 PM	
		Friendship Ornament Sales	2	6:00 PM	10:00 PM	
		Auction Sales	4	6:00 PM	10:00 PM	
		Runners (Sweets & Treats and Packages)	4	6:00 PM	10:00 PM	
		Floater	4	6:00 PM	10:00 PM	

Date	Event	Task/Item	#	Start	End	Initials
Sunday November 24, 2024	Festival Week	Gift Shop - Holiday Hearts	6	10:30 AM	3:00 PM	
	Opening Day	Gift Shop - Public Show	6	2:30 PM	7:00 PM	
		Tabletop Trees and Wreaths - Holiday Hearts	4	10:30 AM	3:00 PM	
		Tabletop Trees and Wreaths - Public Show	4	2:30 PM	7:00 PM	
		Tribute Tree - Holiday Hearts	1	10:30 AM	3:00 PM	
		Tribute Tree - Public Show	1	2:30 PM	7:00 PM	
		Raffle Tickets - Holiday Hearts	3	10:30 AM	3:00 PM	
		Raffle Tickets - Public Show	3	2:30 PM	7:00 PM	
		50-50 Tickets - Public Show	1	2:30 PM	7:00 PM	
		Santa Photos - Holiday Hearts	2	10:30 AM	3:00 PM	
		Santa Photos - Public Show	2	2:30 PM	7:00 PM	
		Friendship Ornament Sales - Holiday Hearts	1	10:30 AM	3:00 PM	
		Friendship Ornament Sales - Public Show	1	2:30 PM	7:00 PM	
		Children's Activities - Holiday Hearts	6	10:30 AM	3:00 PM	
		Children's Activities - Public Show	6	2:30 PM	7:00 PM	
		Floater - Holiday Hearts	2	10:30 AM	3:00 PM	
		Floater - Public Show	2	2:30 PM	7:00 PM	

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Date	Event	Task/Item		Start	End	Initials
Monday November 25, 2024	Festival Week Day 2	Gift Shop - 1st Shift	4	9:30 AM	2:00 PM	
		Gift Shop - 2nd Shift	4	1:30 PM	6:00 PM	
		Gift Shop - 3rd Shift	6	5:30 PM	9:30 PM	
		Tabletop Trees and Wreaths - 1st Shift	6	9:30 AM	2:00 PM	
		Tabletop Trees and Wreaths - 2nd Shift	6	1:30 PM	6:00 PM	
		Tabletop Trees and Wreaths - 3rd Shift	6	5:30 PM	9:30 PM	
		Tribute Tree - 1st Shift	1	9:30 AM	2:00 PM	
		Tribute Tree - 2nd Shift	1	1:30 PM	6:00 PM	
		Tribute Tree - 3rd Shift	1	5:30 PM	9:30 PM	
		Raffle Tickets - 1st Shift	2	9:30 AM	2:00 PM	
		Raffle Tickets - 2nd Shift	2	1:30 PM	6:00 PM	
		Raffle Tickets - 3rd Shift	4	5:30 PM	9:30 PM	
		50-50 Tickets - 1st Shift	1	9:30 AM	2:00 PM	
		50-50 Tickets - 2nd Shift	1	1:30 PM	6:00 PM	
		50-50 Tickets - 3rd Shift	2	5:30 PM	9:30 PM	
		Santa Photos - 1st Shift	2	9:30 AM	2:00 PM	
		Santa Photos - 2nd Shift	2	1:30 PM	6:00 PM	
		Santa Photos - 3rd Shift	2	5:30 PM	9:30 PM	
		Friendship Ornament Sales - 1st Shift	1	9:30 AM	2:00 PM	
		Friendship Ornament Sales - 2nd Shift	1	1:30 PM	6:00 PM	
		Friendship Ornament Sales - 3rd Shift	1	5:30 PM	9:30 PM	
		Children's Activities - 1st Shift	4	9:30 AM	2:00 PM	
		Children's Activities - 2nd Shift	4	1:30 PM	6:00 PM	
		Children's Activities - 3rd Shift	4	5:30 PM	9:30 PM	
		Floater - 1st Shift	2	9:30 AM	2:00 PM	
		Floater - 2nd Shift	2	1:30 PM	6:00 PM	
		Floater - 3rd Shift	2	5:30 PM	9:30 PM	

Date	Event	Task/Item		Start	End	Initials
Tuesday November 26, 2024	Festival Week Day 3	Gift Shop - 1st Shift	4	9:30 AM	1:00 PM	
		Gift Shop - 2nd Shift	4	12:30 PM	4:00 PM	
		Gift Shop - 3rd Shift	4	3:30 PM	7:00 PM	
		Tabletop Trees and Wreaths - 1st Shift	6	9:30 AM	1:00 PM	
		Tabletop Trees and Wreaths - 2nd Shift	6	12:30 PM	4:00 PM	
		Tabletop Trees and Wreaths - 3rd Shift	6	3:30 PM	7:00 PM	
		Tribute Tree - 1st Shift	1	9:30 AM	1:00 PM	
		Tribute Tree - 2nd Shift	1	12:30 PM	4:00 PM	
		Tribute Tree - 3rd Shift	1	3:30 PM	7:00 PM	
		Raffle Tickets - 1st Shift	2	9:30 AM	1:00 PM	
		Raffle Tickets - 2nd Shift	2	12:30 PM	4:00 PM	
		Raffle Tickets - 3rd Shift	2	3:30 PM	7:00 PM	
		50-50 Tickets - 1st Shift	1	9:30 AM	1:00 PM	
		50-50 Tickets - 2nd Shift	1	12:30 PM	4:00 PM	
		50-50 Tickets - 3rd Shift	1	3:30 PM	7:00 PM	
		Santa Photos - 1st Shift	2	9:30 AM	1:00 PM	
		Santa Photos - 2nd Shift	2	12:30 PM	4:00 PM	
		Santa Photos - 3rd Shift	2	3:30 PM	7:00 PM	
		Friendship Ornament Sales - 1st Shift	1	9:30 AM	1:00 PM	
		Friendship Ornament Sales - 2nd Shift	1	12:30 PM	4:00 PM	
		Friendship Ornament Sales - 3rd Shift	1	3:30 PM	7:00 PM	
		Children's Activities - 1st Shift	4	9:30 AM	1:00 PM	
		Children's Activities - 2nd Shift	4	12:30 PM	4:00 PM	
		Children's Activities - 3rd Shift	4	3:30 PM	7:00 PM	
		Floater - 1st Shift	2	9:30 AM	1:00 PM	
		Floater - 2nd Shift	2	12:30 PM	4:00 PM	
		Floater - 3rd Shift	2	3:30 PM	7:00 PM	

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Date	Event	Task/Item		Start	End	Initials
Wednesday November 27, 2024	Festival Week Day 4	Gift Shop	4	10:00 AM	2:00 PM	
		Tabletop Trees and Wreaths	6	10:00 AM	2:00 PM	
		Tribute Tree	1	10:00 AM	2:00 PM	
		Raffle Tickets	2	10:00 AM	2:00 PM	
		50-50 Tickets	1	10:00 AM	2:00 PM	
		Santa Photos	2	10:00 AM	2:00 PM	
		Friendship Ornament Sales	1	10:00 AM	2:00 PM	
		Children's Activities	4	10:00 AM	2:00 PM	
		Floater	2	10:00 AM	2:00 PM	

Thursday November 28, 2024	Closed for Holiday. Happy Thanksgiving!
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Date	Event	Task/Item		Start	End	Initials
Friday November 29, 2024	Festival Week Day 5	Gift Shop - 1st Shift	4	9:30 AM	1:30 PM	
		Gift Shop - 2nd Shift	4	1:00 PM	5:00 PM	
		Gift Shop - 3rd Shift	4	4:30 PM	8:00 PM	
		Tabletop Trees and Wreaths - 1st Shift	6	9:30 AM	1:30 PM	
		Tabletop Trees and Wreaths - 2nd Shift	6	1:00 PM	5:00 PM	
		Tabletop Trees and Wreaths - 3rd Shift	6	4:30 PM	8:00 PM	
		Tribute Tree - 1st Shift	1	9:30 AM	1:30 PM	
		Tribute Tree - 2nd Shift	1	1:00 PM	5:00 PM	
		Tribute Tree - 3rd Shift	1	4:30 PM	8:00 PM	
		Raffle Tickets - 1st Shift	2	9:30 AM	1:30 PM	
		Raffle Tickets - 2nd Shift	2	1:00 PM	5:00 PM	
		Raffle Tickets - 3rd Shift	2	4:30 PM	8:00 PM	
		50-50 Tickets - 1st Shift	1	9:30 AM	1:30 PM	
		50-50 Tickets - 2nd Shift	1	1:00 PM	5:00 PM	
		50-50 Tickets - 3rd Shift	1	4:30 PM	8:00 PM	
		Santa Photos - 1st Shift	2	9:30 AM	1:30 PM	
		Santa Photos - 2nd Shift	2	1:00 PM	5:00 PM	
		Santa Photos - 3rd Shift	2	4:30 PM	8:00 PM	
		Friendship Ornament Sales - 1st Shift	1	9:30 AM	1:30 PM	
		Friendship Ornament Sales - 2nd Shift	1	1:00 PM	5:00 PM	
		Friendship Ornament Sales - 3rd Shift	1	4:30 PM	8:00 PM	
		Children's Activities - 1st Shift	4	9:30 AM	1:30 PM	
		Children's Activities - 2nd Shift	4	1:00 PM	5:00 PM	
		Children's Activities - 3rd Shift	4	4:30 PM	8:00 PM	
		Floater - 1st Shift	2	9:30 AM	1:30 PM	
		Floater - 2nd Shift	2	1:00 PM	5:00 PM	
		Floater - 3rd Shift	2	4:30 PM	8:00 PM	

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Date	Event	Task/Item	Start	End	Initials	
Saturday November 30, 2024	Festival Week Day 6	Gift Shop - 1st Shift	6	9:30 AM	1:30 PM	
		Gift Shop - 2nd Shift	6	1:00 PM	5:00 PM	
		Gift Shop - 3rd Shift	6	4:30 PM	8:00 PM	
		Tabletop Trees and Wreaths - 1st Shift	6	9:30 AM	1:30 PM	
		Tabletop Trees and Wreaths - 2nd Shift	6	1:00 PM	5:00 PM	
		Tabletop Trees and Wreaths - 3rd Shift	6	4:30 PM	8:00 PM	
		Tribute Tree - 1st Shift	1	9:30 AM	1:30 PM	
		Tribute Tree - 2nd Shift	1	1:00 PM	5:00 PM	
		Tribute Tree - 3rd Shift	1	4:30 PM	8:00 PM	
		Raffle Tickets - 1st Shift	3	9:30 AM	1:30 PM	
		Raffle Tickets - 2nd Shift	3	1:00 PM	5:00 PM	
		Raffle Tickets - 3rd Shift	3	4:30 PM	8:00 PM	
		50-50 Tickets - 1st Shift	1	9:30 AM	1:30 PM	
		50-50 Tickets - 2nd Shift	1	1:00 PM	5:00 PM	
		50-50 Tickets - 3rd Shift	1	4:30 PM	8:00 PM	
		Santa Photos - 1st Shift	2	9:30 AM	1:30 PM	
		Santa Photos - 2nd Shift	2	1:00 PM	5:00 PM	
		Santa Photos - 3rd Shift	2	4:30 PM	8:00 PM	
		Friendship Ornament Sales - 1st Shift	1	9:30 AM	1:30 PM	
		Friendship Ornament Sales - 2nd Shift	1	1:00 PM	5:00 PM	
		Friendship Ornament Sales - 3rd Shift	1	4:30 PM	8:00 PM	
		Children's Activities - 1st Shift	4	9:30 AM	1:30 PM	
		Children's Activities - 2nd Shift	4	1:00 PM	5:00 PM	
		Children's Activities - 3rd Shift	4	4:30 PM	8:00 PM	
		Floater - 1st Shift	2	9:30 AM	1:30 PM	
		Floater - 2nd Shift	2	1:00 PM	5:00 PM	
		Floater - 3rd Shift	2	4:30 PM	8:00 PM	

Date	Event	Task/Item	Start	End	Initials	
Sunday December 1, 2024	Festival Week Final Day	Gift Shop - 1st Shift	6	9:30 AM	1:00 PM	
		Gift Shop - 2nd Shift	6	12:30 PM	4:00 PM	
		Tabletop Trees and Wreaths - 1st Shift	6	9:30 AM	1:00 PM	
		Tabletop Trees and Wreaths - 2nd Shift	6	12:30 PM	4:00 PM	
		Tribute Tree - 1st Shift	1	9:30 AM	1:00 PM	
		Tribute Tree - 2nd Shift	1	12:30 PM	4:00 PM	
		Raffle Tickets - 1st Shift	3	9:30 AM	1:00 PM	
		Raffle Tickets - 2nd Shift	3	12:30 PM	4:00 PM	
		50-50 Tickets - 1st Shift	1	9:30 AM	1:00 PM	
		50-50 Tickets - 2nd Shift	1	12:30 PM	4:00 PM	
		Santa Photos - 1st Shift	2	9:30 AM	1:00 PM	
		Santa Photos - 2nd Shift	2	12:30 PM	4:00 PM	
		Friendship Ornament Sales - 1st Shift	1	9:30 AM	1:00 PM	
		Friendship Ornament Sales - 2nd Shift	1	12:30 PM	4:00 PM	
		Children's Activities - 1st Shift	4	9:30 AM	1:00 PM	
		Children's Activities - 2nd Shift	4	12:30 PM	4:00 PM	
		Floater - 1st Shift	2	9:30 AM	1:00 PM	
		Floater - 2nd Shift	2	12:30 PM	4:00 PM	
		Pre-Teardown	10	4:00 PM	8:00 PM	

Date	Event	Task/Item	Start	End	Initials	
Monday December 2, 2024	Tear Down and Tree Wrapping	Teardown - 1st Shift	20	8:00 AM	12:00 PM	
		Teardown - 2nd Shift	20	12:00 PM	4:00 PM	