

ABBOTSFORD TULIP FESTIVAL – 2018

GROUP VOLUNTEER APPLICATION



December 1, 2017

To Whom It May Concern,

Thank you for your consideration of volunteering with the Abbotsford Tulip Festival. The Abbotsford Tulip Festival is an event in Abbotsford created to celebrate the beauty of tulips and Agriculture in the Fraser Valley in the Fraser Valley. The festival will run from April 9 – May 13 (estimated closing date) and we will be open daily from 9:00 am – Dusk.

In order to run a smooth festival, we are looking for local not-for-profits that are interested in volunteering on weekends in return for a donation to your organization. Descriptions of potential duties are in the application to follow.

As a group, you can sign up for minimum 1 full weekend of volunteering. Each weekend commitment consists of a minimum of 4 shifts with a minimum of 6 volunteers a day, Saturday 8:45 am – 4:15 pm, Saturday 11:30 pm– 7:00 pm, Sunday 8:45 am – 4:15 pm, and Sunday 11:30 pm– 7:00 pm. More information on shifts and benefits can be found in the application.

The Abbotsford Tulip Festival is hoping to share their stunning tulip fields with 90,000 attendees over 5 weeks in the spring! With photo cut out boards, tasty food vendors, a covered picnic area and a children’s play area; there is something for everyone. We are pleased to have cut flowers for sale, bulbs for pre order and a fresh u-pick field. We look forward to working with local not-for-profits to run an exciting festival but also to build community and promote local organizations to the festival guests.

To be considered to volunteer at the Abbotsford Tulip Festival, the application form below must be completed and submitted to the Abbotsford Tulip Festival no later than February 2, 2018. This is to give us enough time to review all applications and notify you, if accepted by February 16, 2018. Other requirements are listed in the application.

We are beyond excited for the third season for the Abbotsford Tulip Festival and look forward to working with you. If you have any questions at all, please do not hesitate to ask.

Sincerely,

Abbotsford Tulip Festival Management



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VOLUNTEER CATEGORIES

ADMISSION – Accepting admission at the gates – Assist with parking when necessary – *volunteers must be comfortable handling cash*	Time & Person Commitment	Admission	Flower Sales	BLOOM Service Ambassador	Parking
FLOWER SALES – Selling cut tulips by the field, both pre-packaged and u-pick flowers – Selling merchandise and snacks from booths – *volunteers must be comfortable handling cash*	Saturday – Shift A	3	3	3	3
	Saturday – Shift B	3	3	3	3
	Sunday – Shift A	3	3	3	3
	Sunday – Shift B	3	3	3	3
PARKING ATTENDANT – Direct drivers which aisle to drive down – Direct drivers to a stall to park in – Direct pedestrians when/where to go BLOOM SERVICE AMBASSADOR – Offer to take photos – Answer guest’s questions – Enhance the experience in the fields	SHIFT A — 8:45 am – 4:15 pm SHIFT B — 11:30 am – 7:00 pm				

Example: If your group is registered to be **Admissions** on a particular weekend your schedule will look as follows:

- Saturday Shift A: 4 volunteers from 8:45 am – 4:15 pm
- Saturday Shift B: 4 additional volunteers from 10:30 am– 6:00 pm

*This schedule will be repeated on Sunday.

As the shifts overlap, a single person cannot take both shifts as we require the full 8-10 people to be on site during the busiest part of the day. Once completing the full requirements, a donation will be made to the volunteering organization.

Donation information on the following page.

All groups, please note the following:

- Commitment of 2 or more weekends is **preferred**.
- No children under 16 may volunteer.
- Each group can put up 1 sign no larger than 4’ x 6’ during their volunteer weekend. This must be confirmed with the Festival Coordinator prior to March 2nd, if your group is interested.
- Each group can put up 1 10’ x 10’ booth for awareness. This must be confirmed with the Festival Coordinator prior to March 2nd and manned by non-volunteering members, if your group is interested.
- We are an all-weather festival so we ask that volunteers dress appropriately for the weather on their assigned weekends. We do have a container to hold extra gear but most volunteer work occurs outdoors and we expect you to be dressed accordingly.
- All gear including vests and radios must be returned at the end of every shift.
- Volunteers also receive 2 free WEEKDAY passes.
- Coffee from our snack shack is unlimited for volunteers. Other drinks from snack shack are limited to 1 per day (ex. Water bottle, hot chocolate, etc.) Water is available to fill personal water bottles.

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VOLUNTEER WEEKENDS

Indicate which weekends you are interested in with an X

April 14/15 April 21/22 April 28/29 May 5/6 May 12/13

GROUP INFORMATION

Organization Name:	
Contact Name:	
Street Address:	
City:	Province:
Postal Code:	Phone:
Email:	
Website:	
Are you able to provide a donation receipt: YES <input type="checkbox"/> NO <input type="checkbox"/>	

DONATION

\$100/day/8 hour volunteer shift.

*A deduction of \$100.00 will be made per person missing if the committed number of volunteers are not available for each shift.

Abbotsford Tulip Festival reserves the right to determine the eligibility of all volunteer groups. Priority will be given to local not for profit associations.

After a full review, groups will be notified of their weekends by February 16, 2018. **Please note submitting this application does not guarantee your preferred weekends.**

All groups must be a not for profit organization and able to issue a donation receipt.

Groups are not covered by any employment insurance during their volunteering at the festival.

Application to be submitted by February 2, 2018 to the Abbotsford Tulip Festival.

If selected, volunteer groups may be required to attend an information session.

By signing below, you are acknowledging all the terms and conditions mentioned above:

Signature: _____

Date: _____

Please return application form to:

ASHLEIGH WATTERS

ashleigh@abbotsfordtulipfestival.ca
Subject: ATF 2018 Volunteer Application