

**Appointment Information:**

**Goal:** Take Ibarra Sandoval Family to OACES to register for ESL

**Date:** 9/27/22

**Number of individuals to be transported:** 7

**Client name(s):** Rubiella and Zuleima Sandoval and Family

**DOB:** NA

**If appointment is for a child, Parents' name:** NA

**Parents' DOB:** NA

**Client's Address:** 420 N. Winton Road, Rochester, NY, 14610

**Client's Phone:**

**Language(s):** Spanish

**Appointment pick-up time:** 930 AM

**Appointment time:** 10am

**Appointment Location:** OACES

**Address:** 30 Hart Street

**Provider:**

**Client needs to bring:** Themselves

**Type of appointment:** Register for ESL

**Estimated duration of appointment:** 1 hour

**Estimated total time volunteering:** 9:30am-11:30am

**Note:** Quyen Luu on the Second floor will register adults. She has all applicable paperwork already.

**WR Contact:** Eric Lintala – (585) 622-4546

**Additional Details & Instructions:**

1) Please assist the client(s) with checking in and ensure all contact info is correct. Don't hesitate to use the Google Translate App or Tarjimly App.

2) Encourage the client to ask any questions they may have during the visit through the interpreter.

3) Please request that future appointments be relayed to the client via a telephone interpreter if needed.

4) Contact the Volunteer Coordinator if you encounter any issues.

5) Please wear your World Relief Lanyard

6) Please track your volunteer hours using the Track It Forward tool online and list the name of the client you assisted in the Comments/Notes section.