

# Hall County Expo Volunteers

Thank you so much for signing up to work at Monday's Expo. This event is shaping up to be a significant fundraiser for our program so this guide is designed to help us run an efficient, profitable event.

## **Check In:**

You will check in with Karen Ewing at the volunteer check in table just before you enter the gate on the home side of the stadium (closest to the bandroom). Do not enter through the band room. Please park down by the practice field/baseball field complex so that spectators may park closer to the school. See map.

You will be given a wrist band that must be shown to get in/out of the gate without paying admission. If you pre-ordered an Expo shirt, you will also be able to pick up your shirt at check in.

Your shifts are listed to start at 5 pm, but if you are able to arrive earlier, we welcome you starting at 4:15 pm. ***If you arrive before the check in table is set up, please report directly to concessions. If you have any issues getting in, text Mary Wieland (404-394-0004) and someone will come let you in.***

## **Gate Workers:**

Both gates will be open for this event. Each gate should have a cash box, iPad and card reader. Please pick these up from concessions if your gate is not open yet. Jessica Sizemore and Ashley Rowlett will be available to help with change and ipad issues.

Since this is one of only two events the band collects gate admission, please remember these guidelines:

\*All spectators must pay admission to enter. Adults are \$10, Students who have school ID are \$6 and children 5 and under are free.

\*There is no re-entry.

\*Only those who have wrist bands or band students in bibbers may enter/exit gates at no charge. Visiting bands will be given wrist bands for their chaperones.

You will also have signage with a QR code for anyone wishing to order a t-shirt once they are sold out.

**Outpost, T Shirts, Bake Sale, Shoutouts-** You should each have a cash bag, iPad, card swipe. Please designate one person to be responsible for the cash bag so that it is never left unattended. If you are the first to arrive at your post, you may pick up your cashier set up items in concessions. Jessica Sizemore and Ashley Rowlett will be available to help with change and ipad issues.

**Parking:**

The parking crew will be primarily responsible for keeping the bus and equipment areas open for arriving schools and guiding them in. Buses should be parked closest to the gym and equipment trailers should be parked closest to the practice field. Spectators will self park at the school and can be guided to the baseball complex to CWDavis if needed based on attendance.

Band Directors should be given a bag once they arrive that contains their welcoming information and chaperone wrist bands.



**Equipment:**

All bands will park and unload at near the back gate of the stadium. Equipment will be unloaded and stored on the track depending on which side the band will warm up on. Bands should be self sufficient in moving their equipment, we just need to help direct which side they need to load to. See below:



If you have any questions, please email me [bpapresident@fbshband.org](mailto:bpapresident@fbshband.org)