



68th Annual Tulip Festival

Saturday and Sunday, May 7th and 8th 2016

Volunteer Application

Please print clearly.

First & Last Name _____

Phone # _____ **Email** _____

Address _____

Have you volunteered before: Y / N

★ *Mandatory Volunteer Orientation: May 4th at 5:30pm at Washington Park Amphitheatre* ★

Please circle **ALL** days you are available:

Saturday, May 7th

Sunday, May 8th

Please Check your Shift/Time Preference: You will be notified with exact time upon receipt of application. If you are available both days but cannot work the same shift both days, please check TWO boxes and indicate next to each box which day correlates with time.

Early Morning (6am—10am)

Early Afternoon (12-4pm)

Morning (8am-12pm)

Mid Afternoon (1-5pm)

Mid Morning (10am-2pm)

Late Afternoon (3-7pm)

Late Morning (11am-3pm)

All Afternoon

All Morning

All Day

Please Specify your Volunteer Job Preference: Number job preference by interest. 1 = First choice, 2 = Second choice, and so forth. **Please check off two or more job interests.**

See back for description of volunteer positions.

* - Indicates that these are highly needed positions, and we need quite a number of volunteers!

Volunteer Check In

Kid Zone*

Beverage Server
(Must be TIPS certified)

Vendor Check In

Friday
(8am-5pm)

Saturday
(6am-11am)

Road Marshal*

Flyer Distribution

Information Booth

Parking Attendee

Jobs or shifts are not guaranteed, they will be filled based on the specific needs of the event.

Do you have any physical limitations that may interfere with staffing the above positions: Y / N

VOLUNTEER DESCRIPTIONS

Volunteer Check In	Volunteer provides help at Volunteer Check-In at multiple locations located throughout park - checks volunteers in on spreadsheet, hands out t-shirts and any necessary information.
Vendor Check In	Volunteer directs and assists craft and food Vendors to their pre-assigned space within the park. Friday and Saturday
Road Marshals	Volunteer provides traffic and parking control for artists, vendors, entertainers, and volunteers. On Sunday, help is needed for vendor load-out and will require you to stay until 8pm.
Parking Attendant	Volunteer staffs one of the offsite VIP or Handicap parking lots.
Information Booth	Volunteer at the Tulip Festival Information Booth helping to distribute festival brochures, maps and other City of Albany information.
Kid Zone Attraction	Volunteer works in the Kid Zone assisting the attractions and vendors as well as interacting with the families to ensure a fun, safe environment.
Beverage Servers and Pourers Beer Garden	Volunteer pours and serves beer and wine in the beer garden. Must be 21 years of age and TIPS Certified. Open 12pm - 5:30pm <i>(Contact office to find out how to become TIPS certified)</i>
Flyer Distribution	Volunteers distribute Tulip Festival flyers and other informational pamphlets throughout Washington Park

Submit Application to:

Office of Special Events & Cultural Affairs
 c/o Volunteer Coordinator
 24 Eagle Street, 4th Floor
 Albany, NY 12207
 Email: volunteer@albanyny.gov

City of Albany Office of Special Events 518.434.5411 www.albanyevents.org

For Office Use: _____ Date Received _____ Date Confirmation Sent