



# "Remembering Lauren" 5K Run/Walk June 26, 2010 Volunteer Sign-Up Form

Thank you for volunteering to help with the "Remembering Lauren" 5K. To help us organize and manage our volunteers, we ask that you indicate below in which area/areas you would be available to assist.

Below is a list of positions. We look forward to working with you and thank you!

**Return this form via: Mail, Email, or Fax**      **Questions? Please call (630) 782-3144**

For more information visit our website at <http://www.rememberlaur.com/>

| Mail   | Email                | Fax            |
|--|----------------------|----------------|
| Remembering Lauren 5K<br>Attn: Janice Kiefer<br>1250 S Ardmore Ave<br>Villa Park, IL 60181 | jkiefer@dupage88.net | (630-530-6061) |

|                      |                         |
|----------------------|-------------------------|
| Name: _____          | Date of Birth: _____    |
| Address: _____       |                         |
| City: _____          | State: _____ Zip: _____ |
| Daytime Phone: _____ | Evening Phone: _____    |
| Email: _____         | T-shirt Size _____      |

Please choose the positions and shifts that you are available for and indicate your choices in the box below.  
Feel free to list any special skills or assets you have! We'd love to hear them!  
We will do our best to accommodate everyone, but please be prepared to be flexible!

## Friday, June 25

(Event Eve)  
Set-Up

6:00pm-9:00pm

Volunteer Runners  
Traffic Control/Greeters  
Set-up (tables-shirts-food)  
Raffle Tickets Donation Table  
Participant Services--Hydration  
Participant Services--Snacks  
Part. Services--T-shirt Distribution

7:30am - 11:00am  
 7:30am - 11:00am  
 6:30am - 9:00am  
 7:30am - 9:00am  
 8:00am- 10:00am  
 8:00am- 10:00am  
 8:00am- 10:00am

## Saturday, June 26

Check-In  
Volunteers

6:00am-9:00am

Registration for Runner/Walkers

7:00 - 9:00am

Break-down and site clean-up

12:00 - 1:00PM

| Sat. AM Choice #1 | Sat. AM Choice #2 | Sat. AM Choice #3 |
|-------------------|-------------------|-------------------|
|                   |                   |                   |

**\*YOU WILL BE NOTIFIED PRIOR TO RACE DAY WHERE TO REPORT**

### Event Eve

#### Friday, June 25

*Set-Up* - Will assist in the overall set-up of tables, chairs, signage and other equipment and supplies for Event.

### Saturday, June 26

*Volunteer Check-In* - Will assist Volunteer Coordinator to check in volunteers, distribute t-shirts.

*Registration - Check-In* - Will assist participants finalize completion of paperwork. Stationed in the Check-In area.

*Volunteer Runners* - Answer participants questions and give direction. Assist where needed.

*Traffic Control /Greeters* - Will provide directions and assist in maintaining traffic flow and help manage parking. These volunteers must be assertive, able to give direction, and look good in fluorescent orange vests!

*Site Control* - Will circulate through site, helping to keep site clean and organized. May assist in setting up tables, chairs, signage, barricades, and other supplies.

*Participant Services* - Will help to organize 1-gallon water bottles, snacks, and T-shirt distribution. Some lifting is involved