



Workshop Instructor Information

DUE DATE: Applications are due before July 31, 2022.

HOURS: Setup time starts at 7am. Breakdown time is allowed at 7:30pm to be completely vacated by 10pm.

DUTIES: Most help is needed during the event to help set up Vendor spaces and check-in Vendors, set up, break down, and work in Entertainer’s dressing area and Event booth Areas, preparing and serving food plates and other items, custodial work recycling all trash, final clean up, and other work that may be needed.

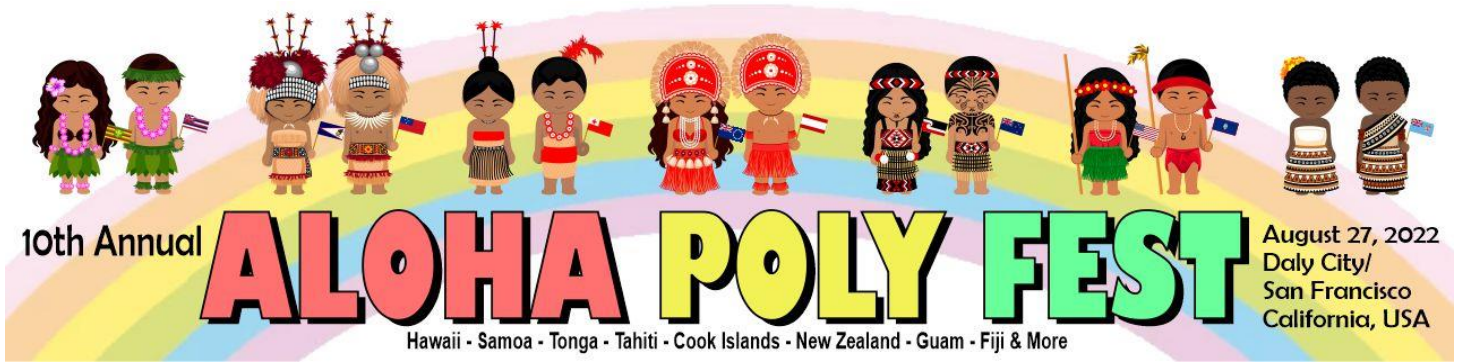
UNIFORM: The only requirement is to wear and display our Souvenir T-shirt and ID while working at the event. However, comfortable clothing and island-style attire are recommended.

PARKING: ALL DAY FREE PARKING is available anywhere in the huge parking lot.

MEALS: Lunch and snacks will be provided.

Workshop Instructor Duties

Set Up	<ul style="list-style-type: none"> • Set up any area beginning at 8am • Display signage beginning at 8am
Breakdown	<ul style="list-style-type: none"> • Clean up and break down any area beginning at 7:30pm • Retrieve signage beginning at 8pm
Event Booth	<ul style="list-style-type: none"> • Set up, display and maintain merchandise, drinks, and raffle items beginning at 8am • Sell merchandise and raffle tickets from 11am to 7pm • Check in Entertainers beginning at 9am • Provide information to visitors from 11am to 7pm
Stage	<ul style="list-style-type: none"> • Set up and decorate stage area from 8am to 11am • Setup Entertainer’s dressing area from 8am • Liaison between Entertainers, MC and P/A Technician from 12pm to 7pm
Vendors	<ul style="list-style-type: none"> • Section and mark off Vendor Spaces beginning at 6am • Check in Vendors and direct them to their space beginning at 7am



Workshop Instructor Application

First and Last Name _____

Age (MUST BE OVER 16 AFTER AUGUST 26, 2022, WITH VALID PROOF OF ID UPON CHECK-IN)

Mailing Address _____ City _____ State _____ Zip Code _____

Contact Phone _____ Email _____

T-shirt size (Unisex Size) Small Medium Large 1X 2X 3X 4X 5X

List any places where you've worked as a Volunteer

How many hours are you available to work? _____ What time between 8am – 5pm are you available to start? _____

Check area(s) you prefer to work: Set-up Breakdown Event Booth Stage Vendors
 Kids' Zone Workshops Cultural Villages Photos Videos Any Area

Check area(s) you prefer NOT to work: Set-up Breakdown Event Booth Stage Vendors
 Kids' Zone Workshops Cultural Villages Photos Videos

Describe any physical limitations you have that may prevent you performing certain tasks

Message/Comments

RETURN BEFORE JULY 31, 2022: Aloha Poly Fest c/o Charles Hamer • 499 Vienna St. • San Francisco, CA • 94112



Workshop Instructor Agreement

The authorized undersigned, at least 16 years of age as of August 26, 2022, as a participant at ALOHA POLY FEST on August 27, 2022, agrees to all the terms and conditions listed below:

1. The undersigned agrees to work as a Volunteer at ALOHA POLY FEST for FREE and without any expectation of compensation other FREE lunch, snacks, and an event T-Shirt.
2. The undersigned agrees to wear the ALOHA POLY FEST event T-Shirt and ID while working at the event.
3. The undersigned agrees to hold harmless in case of damage or loss to their own property, and injury or death arising from their attendance at ALOHA POLY FEST all participants, associates, and others in connection with ALOHA POLY FEST.
4. The undersigned agrees to represent ALOHA POLY FEST in a positive and helpful manner, to act responsibly and avoid conflict or problems with anyone at the event.
5. The undersigned agrees to be photographed and filmed by our representative for the use on any souvenir, website and other promotional material only produced for and used in conjunction with ALOHA POLY FEST.
6. The undersigned agrees to let us publish their name on any souvenir, website and other promotional material only produced for and used in conjunction with ALOHA POLY FEST.

Please retain a copy for your records, and return this signed “Workshop Instructor Agreement” with your “Workshop Instructor Application”.

Date: _____

Name

Signature
