



# CAROUSEL RANCH

## Saturday August 24, 2019

### Dinner, Auction & Children's Demonstration

#### \*\*\*VOLUNTEER REGISTRATION FORM\*\*\*

*Please complete this form and return it via email to [dredmond.carouselranch@gmail.com](mailto:dredmond.carouselranch@gmail.com)  
Or by mail: Carousel Ranch, 34289 Rocking Horse Road, Santa Clarita, CA 91390*

Name of Individual: \_\_\_\_\_

Organization Name (if applicable) \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: (    ) \_\_\_\_\_ Work phone: (    ) \_\_\_\_\_

E-Mail: \_\_\_\_\_ Cell phone: (    ) \_\_\_\_\_

Please check one: Adult  Youth  (age) Will you be attending the event as a paid guest?  Yes  No

**\*\*\*Please check the day(s), shift(s), and position(s) you would like to work. Check all that apply\*\*\***

#### TUESDAY, AUGUST 20

12-4 pm  Load Truck / Moving and set up

#### WEDNESDAY, AUGUST 21

1-5 pm  Unload and General set up

#### THURSDAY, AUGUST 22

10am-2pm  Hang draperies on fencing (creative touch needed)      10am- 2:00 pm  Fill Sandbags (physical work)  
12-4pm  Decor (Tables, Chairs, props – physical work)      5-9 pm  General Set Up/Décor

#### FRIDAY, AUGUST 23

10am-2 pm  General Set Up      1-5 pm  Décor      5:30-8:30 pm  Table Setting Prep.  
2-5 pm  Food prep./ appetizers      5-8 pm  Kitchen set up      3-5 pm  Move Baskets  
2-5 pm  Registration Prep.      5-8 pm  Registration Preparation      5-9 pm  Auction Set-Up  
5-9 pm  General Set Up      5-9 pm  Décor

#### SATURDAY, AUGUST 24--- EVENT SET UP

10am-2pm  General Set Up / Decor      10am-1pm  Table Setting      10 am-12 pm  Prep Kitchen  
3-5pm  Final Prep and Walk through      12-5 pm  Auction set up

#### SATURDAY, AUGUST 24--- EVENT (4:30pm-11:00pm)

*Each of the volunteer tasks listed below has a specific shift during the afternoon and evening.*

*You will be notified of your assignment and shift time on a confirmation letter or phone call 2 weeks before the event.*

- |   |   |   |   |
|---|---|---|---|
| <input type="checkbox"/> Guest Registration | <input type="checkbox"/> Volunteer Registration | <input type="checkbox"/> Ticket Booths                  | <input type="checkbox"/> General Store          |
| <input type="checkbox"/> Food Preparation   | <input type="checkbox"/> Buffet service         | <input type="checkbox"/> Clearing Tables/ Meal Clean Up | <input type="checkbox"/> Golf Carts/Maintenance |
| <input type="checkbox"/> Silent Auction     | <input type="checkbox"/> Live Auction           | <input type="checkbox"/> Auction Check-Out              | <input type="checkbox"/> 10 pm-1 am - Clean Up  |

#### SUNDAY, AUGUST 25

Clean Up / Tear Down:  10 am-2 pm       12-4 pm

**THANK YOU SO MUCH FOR YOUR SUPPORT! QUESTIONS? PLEASE CALL (661)268-8010**

*All volunteers will receive a confirmation phone call or letter approximately 2 weeks prior to the event.*