To Our Most Appreciated Volunteers in The Whole Wide World!

You're receiving this email because you've served with ABC in the past, or you have been personally recommended.

Some of you have already been invited to serve, or have confirmed with us your intent to return.  Thank you so much!

We would be honored to have you join our volunteer team for the day.  *Meal* included for volunteers!

**Day of the week, month, date and year @ venue name and event time.**

Big Bird will be our guest speaker!

Please arrive at 4pm unless you're helping with Setup. Setup needed at 2pm.

Check in with Tracy at registration when you arrive.  We will pause for a moment of prayer as a team at 4:30pm at the Registration table.

**Hospitality:**

Help direct attendees to registration, coat check, seats, and collect response cards at end of event.

**Setup:**

Place programs, response cards, and centerpieces on tables.  Prepare registration tables and other guest interaction areas.

**Registration:**

Help attendees find their name tag and table assignments.

**Clean Up:**

Up to (estimated time plus 30 minutes) after program conclusion. Collect unused programs and response cards, pack up centerpieces, pack up registration and general cleanup.

Please confirm that you can help us, feel free to call or text either of us.

Tracy Nice (913) 687-5066

ABC primary contact (xxx) xxx-xxxx

 -and the ABC Team-