

# Yes, I want to help at Art & BookFair 2018!

**October 5-15, 2018**

Please sign up no later than Sept. 3 in order to have a special badge prepared for you. Later volunteers may also enter with a State ID, diplomatic passport or visitor badge, but please submit this form as soon as possible so we can schedule volunteer shifts.

*Thanks for any support you can provide! We can't do it without you!*

Name: \_\_\_\_\_

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

Telephone number(s): \_\_\_\_\_

Email: \_\_\_\_\_

**Do you have a Department of State badge?**

Yes  No

**If you do not have a Department of State badge, please provide the following information:**

**Date of birth:** \_\_\_\_\_

**Driver's License (with state) or Passport #:** \_\_\_\_\_

*This information is required by Department of State Security.*

**Please circle the shifts that you are willing to work.**

| Sunday  | Monday   | Tuesday   | Wednesday   | Thursday   | Friday  | Saturday                                    |
|---|--|---|---|--|---|---|
| <b>23</b>   | <b>24</b><br>Preparing for Art & BookFair<br>10-3                                      | <b>25</b><br>Preparing for Art & BookFair<br>10-3                       | <b>26</b><br>Preparing for Art & BookFair<br>10-3   | <b>27</b><br>Preparing for Art & BookFair<br>10-3                        | <b>28</b><br>Preparing for Art & BookFair<br>10-3                               | <b>29</b>                                   |
| <b>30</b>   | <b>1</b><br>Early Shift 6-9<br>Set-Up 9-12 12-3  | <b>2</b><br>Early Shift 6-9<br>Set-Up 9-12 12-3                         | <b>3</b><br>Early Shift 6-9<br>Set-Up 9-12 12-3   | <b>4</b><br>Early Shift 6-9<br>Set-Up 9-12 12-3                          | <b>5</b><br>Early Shift 6-9<br>Building Pass Holders and Guests 9-12:30 12-3:30 | <b>6</b><br>Open to Public 9-12:30 12-3:30  |
| <b>7</b><br>Open to Public 9-12:30 12-3:30                  | <b>8</b><br>Columbus Day<br>Closed   | <b>9</b><br>Early Shift 6-9<br>Building Pass Holders and Guests 10-3:30 | <b>10</b><br>Early Shift 6-9<br>Building Pass Holders and Guests 10-3:30  | <b>11</b><br>Early Shift 6-9<br>Building Pass Holders and Guests 10-3:30 | <b>12</b><br>Early Shift 6-9<br>Building Pass Holders and Guests 10-3:30        | <b>13</b><br>Open to Public 9-12:30 12-3:30 |
| <b>14</b><br>Open to Public Half Price Day! 9-12:30 12-3:30 | <b>15</b><br>Open to DOS Employees 9-12<br>Books half price!<br>Clean Up Day 9-12 11-3 | <b>16</b><br>Clean Up Day 9-12 11-3                                     | <p><b>I would like to assist:</b></p> <p><input type="checkbox"/> Cashiering <input type="checkbox"/> Need a seated job</p> <p><input type="checkbox"/> General duties as assigned <input type="checkbox"/> Van Driver—public days</p> <p><i>Please note: The times given are for periods when volunteer work is scheduled, not for hours when the Art &amp; BookFair is open to customers.</i></p> <p><i>Early morning volunteers are also needed to watch over A&amp;BF from 6:00-9:00 a.m. (Oct 2-5 and 9-12) when the thruway must be open for employees. If you have a State Dept. badge, please consider volunteering for this early shift.</i></p> |  |   |   |

Please mail this form to AAFSW, 4001 North Ninth Street, Suite 214, Arlington, VA 22203. You may also email your name, volunteer days, and hours to office@aafsw.org. Thank you for volunteering! We appreciate your commitment to AAFSW and look forward to seeing you in October.