

VOLUNTEER SHIFT SCHEDULE

Event: _____

Date: _____

Location: _____

SHIFT TIME	ROLE / STATION	VOLUNTEER NAME(S)	CONTACT INFO
08:00 - 10:00	Setup / Registration		
10:00 - 12:00	Information Desk		
12:00 - 14:00	Event Support / Float		
14:00 - 16:00	Hospitality / Refreshments		
16:00 - 18:00	Clean-up / Breakdown		

Coordinator Notes & Emergency Contacts:

1. _____

2. _____