



## Volunteer Commitment Form

Lehigh Valley Zoo's 2019 Conservation Celebration  
October 30, 2019 - The Center at Holiday Inn Lehigh Valley  
7736 Adrienne Drive, Breinigsville, PA 18031  
[www.lvzoo.org/gala](http://www.lvzoo.org/gala)

### VOLUNTEER INFORMATION *(please print)*

Volunteer name:

Organization name (if applicable)

Phone number:

Email:

### I WILL COMMIT TO THE FOLLOWING VOLUNTEER OPPORTUNITIES: *(select all that apply)*

- ☐ SET UP - 12 pm to 5 pm : Set up the event - including but not limited to setting up tables, décor & auction items  
• I'm unable to come at 12, but I can arrive at: \_\_\_\_\_
- ☐ REGISTRATION - 4 pm to 7 pm: Greet and check-in guests for the event
- ☐ SILENT AUCTION /RAFFLE - 5 pm to 8 pm: Assist guests with the silent auction and shut down tables on schedule
- ☐ CLOSE OUT - 7 pm to 10 pm: Check out guests which includes collecting payment for silent/live auction packages
- ☐ CLEAN UP - 9 pm to 11 pm: Break down the event - including but not limited to breaking down tables & packing up
- ☐ AD HOC - 12 pm to 11 pm: Help where and with whatever needed  
• I'm unable to assist the whole time, but can come from \_\_\_\_\_ pm to \_\_\_\_\_ pm
- ☐ OTHER: *(please explain)* \_\_\_\_\_

- All volunteers will be given a break and will be provided a buffet dinner
- Volunteers are welcome to participate in the silent auction, however, if working the silent auction, they are unable to bid on items at the table they are assigned
- Anyone wishing to receive credit for volunteer hours must provide a form for signature , which will be provided upon completion of their committed volunteer shift

Please contact Stefanie Schulberger, Director of Development with any questions.

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