



## Important Information to Know About Fall Fest Service Hour Sign Ups!

If you have any questions, please contact:  
Volunteer Co-Chairs, Kelly Paulus & Natalie  
O'Connor at [spfallfest2018@gmail.com](mailto:spfallfest2018@gmail.com)

- All families under tuition plans A & C are required to complete **4 hours per family** at the FALL FEST or be billed \$400.00.
- Sign-ups will be completed via Sign-Up Genius which will be available **Tuesday, October 2nd at 9:00 PM**. Sign-Up Genius will not be available before October 2. Specific instructions will come out in the Monday, October 1st Weekly Packet (via email).\*
- Volunteer spots are filled on a “first come, first serve” basis.
- You are responsible for signing up for the number of hours needed (festival hours) and for working the number of hours you signed up for. In addition to signing in and out at Fall Festival, please remember to enter your hours online and submit them for approval.
- We always run short of volunteers, so if you can work more than 4 hours, PLEASE do so. Hours worked beyond the required 4 will be counted towards Regular School Service hours. This is a great way to get a start on school service hours.
- Sign-Up Genius will close Tuesday, October 9<sup>th</sup> at 5 pm, and then your shift is locked in. If you do not work your scheduled shift(s),

or do not sign up at all, **you WILL be billed.**

### Sample Service Hour Opportunities:

**Festival Security**  
**Food Booths**  
**Game Booths**  
**Kitchen Prep**  
**Prize Room**  
**Set Up**  
**Restroom Attendants\*\***  
**Tear Down/Kitchen Clean Up\*\***  
**Trash Pickup\*\***  
**Volunteer Floaters**

**The majority of shifts are on the day of the Fall Festival - Saturday, October 20. There are some shifts on Friday, October 19 and Sunday, October 21. Most shifts are 2 hours that run from:**

**4-6pm**  
**6-8pm**  
**8-10 pm**

\*PLEASE NOTE: the shifts are **alphabetized** on Sign Up Genius and not listed by date.

\*\*Double hours can be earned for: tear down, kitchen clean up, trash pick-up and bathroom duty. The **entire** shift must be completed to earn the double hours. **Partially completed shifts will earn only actual hours worked.**