

BIASC Rose Parade Volunteer Information Sheet

- **Age Requirement:**
 - All volunteer decorators must be at least 12 years of age.
- **Flowers & Seed:**
 - Volunteers may not take or use for personal reasons any decorating materials inclusive of flowers, petals, seeds, or stems from the decorating site. All floral materials are used for decoration.
- **Location:**
 - Decorator parking is located at:
1111 W. 3rd Street
Azusa, CA 91702
 - All shifts are located at Fiesta Parade Floats:
16016 Avenida Padilla
Irwindale, CA 91702
- **Parking:**
 - All vehicles for all shifts must be parked in the Decorator Parking lot where you will be escorted via shuttle to the “barn” or decorator warehouse. Please see the attached map. Do NOT park in the lot next to the Fiesta Building, on the streets surrounding the building, or in our neighboring business parking lots. While it is weekend and holiday time, they do still work in their shops and will tow your vehicle. All pick up and drop off of passengers needs to happen in the Decorator Parking lot. It is not safe to pick up or drop off at the float barn. Please do not stop on the street anywhere on Avenida Padilla.
- **Food & Beverage:**
 - All decorators are given 45-minute breaks for meals. Even if you are not having a meal, you must leave the building. Volunteers cannot be at the float without the supervisor present, and they need a break, too! On December 10th and 11th, BIASC will provide pizza to all volunteer decorators. After December 25th, BIASC will provide all volunteers meals from an on-site catering company, El Matador Mexican Food. You may bring your own lunch or dinner, but please note, there is no storage space on site. You would need to leave your cooler in the car, which in Irwindale can get very warm. No food or drinks are allowed inside the building - except for water! Food and drinks, including water, are NOT allowed on or near floats including all scaffolding rigs. The express order line at El Matador is for Red Jacket Employees only.
- **What to Wear:**
 - Float decorating can be messy, and you may get glue, paint and/or dirt on your shoes and clothing. Wear old clothes and comfortable close-toed shoes and bring a jacket, as it can get cool in the evenings. It is best to wear long pants and dress in layers. Beanies, bandanas, hats, or any hair protection is great. Long hair should be kept up to avoid getting glue in it – glue has to be cut out if it gets in your hair. Sturdy closed-toed shoes with rubber soles are best. No sandals, flip flops, or open toes. You may bring a thin wallet or hip pack. There is nowhere to store your bags and purses except in your car in the lot. which is a shuttle ride away.

- **Personal Belongings:**
 - Please do not bring valuable items to Volunteer Decorating. We do not provide lockers or safe spaces for personal items, and we encourage all volunteers to leave items of value in a secure place. Fiesta Parade Floats and BIASC are not responsible for lost, damaged or stolen items. Cameras and mobile devices are permitted. Photographs should be taken before or after your work is complete. You are welcome to bring your own folding chair, should you require a seat to perform your duties.
- **Safety:**
 - Please note that this is a working construction site. Scaffolding, heavy objects, electrical equipment and cords will be in and around your working space. Please do not climb on scaffolding or use electrical equipment without express verbal direction and guidance from the Float Leader.
- **Volunteer Check In:**
 - All volunteers are required to sign in and sign out before and after each shift at Volunteer Decorating check-in. Please arrive early for your shift. We recommend 30 minutes since you have to take a shuttle. Your lateness will cause your group to wait longer for assignments. Safely stow your belongings in your cars. There is no room for storage in the building.
 - You must check in AND out. If you are working two shifts in one day, please check in and out for both shifts. If you do not check out for your shift, you will forfeit any donation for that shift.
 - There is no "dream job" while decorating. Please be prepared to be assigned where we need you most. If you are reassigned in the middle of a job, it is not to be taken personally. The volunteer coordinator will move you where we can best use your set of skills and sometimes that may be taking you from one job and assigning you to another. Please understand the end product is what we are focused on, not individual jobs.
- **What to Bring:**
 - For each person attending, please bring:
 - Scissors are required. No scissors means no work
 - A camp chair (during dry decorating days only)
 - Water bottle that fully seals
 - Allergy medication (if needed)
 - Optional: automotive hand cleaner (the kind with grit works best), towels/rags, and a small first aid kit.
- **Additional Information from Fiesta Parade Floats:**
 - Any lost and found should be turned in to the Volunteer Coordinators. We will attempt to return these items to you, provided there is a name and some group ID (troop number or group name) on them. All unclaimed items will be discarded after December 31st. As a reminder, Fiesta Parade Floats and BIASC are not responsible for lost or stolen items.

- You are not guaranteed to be assigned to one float, or even a float at all. We have many jobs, and all need to be done. Sometimes the only place we need help is the most important job of them all, which is flower prep.
- NO FOOD OR DRINKS are allowed in the building. You may have a sealed water bottle inside only. No alcohol is allowed anywhere on the premises. Smoking, including vaping, must occur outside of the building.
- No one is to sit, stand, climb on, jump on, or play on the floats or scaffolding. Only get on scaffolding or floats if instructed to do so by the Supervisor for that float.
- You may have to wait for extended periods of time with nothing to do. Group leaders should prepare their groups for this possibility. You will be assigned where you are needed, and it may take time for the Supervisors to assess the needs for the shift and hand out assignments. This is an opportunity to teach younger volunteers patience and resourcefulness.
- Keep your work area clean. If you spill, clean it up immediately. No one will be upset with you if you have an accidental spill as long as you take action to clean up the mess. You will not be assigned a new job until you have cleaned up the previous one.

For a full list of information, as well as Do's and Don'ts as provided by our float builder, please click [here](#)!