



...revive us, and we will call
on your name.
Psalm 80:18b

Volunteer Information Sheet

Today's Date: _____ How did you hear about Revive? _____

Name: _____

Address: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____

Personal Reference

Name: _____ Phone: _____

Your Church Affiliation: _____

Emergency Contact Information

Name: _____

Relationship: _____ Phone(s): _____

Volunteering Options

What job(s) would you be interested in helping with? (Circle any)

Sorting Donations Pick Ups/Deliveries Cashiering Arranging displays Housewares

Testing electronics Small repairs Toys Clothing Linens Shoes/Purses Books/Media

Housekeeping Other: _____

When are you available to volunteer? (Circle any that apply)

Monday Tuesday Wednesday Thursday Friday Saturday

Mornings or Afternoons

Health Concerns: _____

Birth Date: _____

Thank you for your willingness to volunteer at Revive!

OFFICE USE:

Name Tag _____

Database _____

Constant Contact _____



Revive Information Sheet for New and Current Volunteers



Revised: 07/13/19

Hours – Revive opens for business at 10 am each morning, but volunteers may enter by **9 am** through the back door, the front glass door next to What's the Scoop, or by manually sliding the front door open.

Scheduling –

- We are very dependent on those scheduled to **cashier** and appreciate as much notice as possible if you are unable to fill your cashier shift as we rely on you for the operations of the store.
- However, we do not find the need to schedule our volunteers' work hours in the back room, and you may volunteer any day and any time that works with your schedule. If you do choose to commit to a regular weekly schedule, letting us know you won't be coming is helpful but not mandatory.

Parking – Please park a) in front of the store and to the EAST side of the parking lot or b) along the EAST side of What's the Scoop [only permitted November-March] or c) behind the store (leaving 3 spots open behind What's the Scoop for their use). You may also park d) along the drive behind our store, but please pull off the drive and into the woodchips as far as possible. Please do **NOT** park: in front of the donation drop-off area or on the grass across from there, along the grass side all along the drive behind the store, or at the entrance of What's the Scoop.

Discounts – In gratitude for your time of service, we would like to offer you **20% off your purchases** – from the store floor or the back room – **on any day you are working as a volunteer**. If the item is found in the back room, please see a manager for a price. OR you may receive the **weekly sale price** if the item happens to be on sale at the time of purchase. However, **no discounts** are given on the **Tuesdays after our Season Switchovers** in fairness to all who shop the first day of the new season.

Taking items home – Please do not take any items home to wash, try on, mend, test, or repair without first checking with a manager.

Pricing/Price changes – Please do not price an item in a department that you are not in charge of or change a price without first checking with a manager.

Reimbursement for Supplies/Parts – Please receive approval from a manager **before** purchasing supplies or parts for fixing an item. If you do not receive prior approval, we may not be able to reimburse you.

Work Bees - After-hours work bees will often be held on Monday nights from 5:30-8 pm. We will let you know via email if there is a work bee scheduled. Any volunteer is welcome to join us on those nights as we catch up on our daily duties or work on a special project. The registers will not be open for purchases on those nights.

Clothing - All clothing must be checked and priced by a manager before being put out on the store floor.

Make sure we have your email address if you'd like to keep up on the happenings at Revive!

Thank you for volunteering at Revive. We are blessed to have you!

3675 Baldwin Street, Hudsonville, MI 49426 * 616-662-3375 * revive@unitychristian.org *

www.ReviveResale.org

Check us out on Facebook too!