

LAKE ERIE BOAT WEEK

VOLUNTEER INFORMATION AND EVENT REGISTRATION

TYPES OF VOLUNTEERS NEEDED:

1. Captains, who will be in charge of that particular category (extra hours may be required in preparation for the event, although some categories are only needed during the event) – see the list below for categories of captains needed (list may expand or contract as the event develops further);
2. Land-based general volunteers;
3. Water-based general volunteers (hours may shift based on availability of boat you will be placed on – please do NOT volunteer for this category if you tend to get sea-sick);
4. People willing to volunteer themselves and their boat for various patrol or medical duties.

CAPTAIN CATEGORIES:

Volunteers	Racer's Village	Scoring
Fueling Area	Security	Course Set-Up
Powerboat Regatta	Wet Pits / Launching Area / Crane	Operations
"Fastest Boat" Competition	On-Water Boats	Merchandising / Sales
OPA Race	Sponsorship	Food
Charities	Medical and Safety Director	Beverage
Safety	Public Relations / Media	Parking
Transient docking / Marinas	Awards	Program Sales
Communications	Aircraft	Jet Express Ferry / Sailboat Liaison
Registration	Set-Up	Volunteer Registration
Greeters / Customer Service	Tear-Down	Webcast
Entertainment	Racer's Welcome Party	Tickets
Flags	Transportation	Signage
Hospitality	Racer's Welcome Parade	Office/Bookkeeping
Autograph sessions	Opening Ceremonies	Sunday Church Service

VOLUNTEER NOTES AND REQUIREMENTS:

- Lake Erie Boat Week information can be found on the event's website: www.LakeErieBoatWeek.com;
- All volunteers must have turned 18 years of age by August 30, 2009, and must be able to show a state-issued ID during a pre-event volunteer meeting for verification;
- All volunteers and Captains must supply and have available a working e-mail address for communication with Lake Erie Boat Week staff (it is the responsibility of all volunteers to check this e-mail account for volunteer updates);
- General volunteers must commit to be available for one volunteer meeting on the evening of April 15, 2009, and one volunteer meeting in mid-August 2009. Both meetings are tentatively scheduled for Port Clinton, however, if there are enough interested volunteers from the Cleveland area, a second April meeting will be scheduled closer to Cleveland (you will be notified if this change is made). Captains may be required to meet more frequently (although much work can be accomplished via the phone and e-mail – I'll try to keep in-person meetings to a minimum);
- You must commit to be available for at least three seven-hour shifts during the Lake Erie Boat Week event (of course, you are welcome and encouraged to volunteer for as many shifts as you wish above the three required);
- There will be two seven-hour shifts per day:
 - 1st Shift - 9:00 AM-4:00 PM
 - 2nd Shift - 4:00 PM-11:00 PM
 - *1st shift volunteers may be required to start their shift at 8:00 AM on Saturday and Sunday;
- Not everyone will be able to be placed in shifts on the holiday weekend, so please try to volunteer for at least one shift Monday-Friday;
- Every effort will be made to place you in the shifts you request and in the areas of interest you indicate. However, as all areas need to be covered throughout the event, you may be asked to switch one of your shifts to fill a need for that day;
- You will receive an event volunteer t-shirt, a volunteer welcome bag (same as the racer's receive, full of giveaways and promotional offers), and a five-day event wristband for you to use when not serving your shifts. One meal will be included per shift, and you will be provided frequent breaks and water throughout your shift;
- Tan shorts (at or below the knee), capris or pants will be required to be worn at all times you are working your shifts (supplied by the volunteer);
- There will be a volunteer party scheduled for the end of the event, to celebrate your great contribution to the success of the inaugural Lake Erie Boat Week.

Date application received in LEBW office: _____

LAKE ERIE BOAT WEEK EVENT VOLUNTEERS 2009 APPLICATION

August 31-September 7, 2009

PLEASE RETURN APPLICATION BY APRIL 13, 2009

Please read carefully before completing both sides. Please type or print in ink.

All Lake Erie Boat Week Event Volunteers must be at least 18 years of age as of August 30, 2009

INSTRUCTIONS: Be aware that your area assignment will most likely remain the same throughout the weekend. Whatever areas you are assigned to, you will be expected to fulfill the hours required. Every effort will be made to place volunteers in one of their top three choices, although there are no guarantees. Your request will be given priority by the date the volunteer application is received.

Name: _____
Last First M.I.

Address: _____
Street (Include Apt. or P.O. Box No.) City State Zip

Phone Numbers: Evening: () _____ Day: () _____ Fax: () _____

E-mail: _____ Birthdate: _____
(You must supply a working e-mail address to volunteer)

T-Shirt Size: M L XL XXL (Circle one)

Please check all days available, and which shifts you can be available per day:

(First Shift – 9:00 AM-4:00 PM - Second Shift – 4:00-11:00 PM)

Monday, August 31 First Shift _____ Second Shift _____

Tuesday, Sept. 1 First Shift _____ Second Shift _____

Wednesday, Sept. 2 First Shift _____ Second Shift _____

Thursday, Sept. 3 First Shift _____ Second Shift _____

Friday, Sept. 4 First Shift _____ Second Shift _____

*Saturday, Sept. 5 First Shift _____ Second Shift _____

**Saturday shift hours may be adjusted slightly to accommodate ending of on-water testing*

*Sunday, Sept. 6 First Shift _____ Second Shift _____

**Sunday shift hours may be adjusted slightly to accommodate ending of on-water racing*

Monday, Sept. 7 First Shift _____ Second Shift _____

ARE YOU VOLUNTEERING YOUR BOAT (and you as Captain) FOR LEBW ACTIVITIES?

If so, what size? _____ Manufacturer? _____ Does it have a bridge? _____

Any other info about your boat? _____

CAPTAIN INQUIRIES:

Are you willing to be a volunteer category Captain? Yes _____

If Yes, please list the Captain's categories you may be interested in below, and any specialized skills that may qualify you to Captain a category _____

GENERAL VOLUNTEER INQUIRIES:

For general volunteer interest (not Captains). please rank your first-, second- and third-place areas of interest from the Captain's list above:

1st Choice: _____

2nd Choice: _____

3rd Choice: _____

OR

I am willing to be placed in any category that is needed _____ (place an "x" here if this applies)

Special expertise and/or previous volunteer experience:

How did you originally hear about Lake Erie Boat Week? _____

In case of **EMERGENCY**, please notify: _____

Relation to you: _____ Daytime Phone: (____) _____ Evening Phone: (____) _____

Address: _____
(Street) (City) (State) (Zip)

Are you presently taking prescription medicine with potential side effects that may influence your volunteer assignment?

NO _____ YES _____ - If yes, please describe

Are you aware of any physical limitations and/or mental disability you may have that may influence your volunteer assignment:

NO _____ YES _____ - If yes, please describe

THE FOLLOWING RELEASE MUST BE READ AND SIGNED TO COMPLETE THIS APPLICATION:

In consideration of being permitted to participate in Lake Erie Boat Week, and in full voluntary recognition and assumption of the risk and hazard associated with my participation, I (**please print your full name**) _____
for myself and my heirs, hereby voluntarily release ProRace Marketing LLC DBA Lake Erie Boat Week and all other entities or parties associated with Lake Erie Boat Week from any and all claims, losses, damages and associations arising from death, injury, illness, or damage incurred or suffered by me or any other person as a result of my participation in Lake Erie Boat Week and related incidental activities including pre- and post-event activities.

Signature of Applicant

Date

Return completed and signed application to:

Janie Vogel
Event Director, Lake Erie Boat Week
24515 Electric Drive
Bay Village, Ohio 44140
Or FAX application to: (440) 471-7552

Questions?

Please contact Lake Erie Boat Week by e-mailing your question to:

Janie Vogel, Event Director: racingpr@oh.rr.com