



NATIVITY SCHOOL AUCTION VOLUNTEER SIGN-UP SHEET

We need your help to make the Nativity School Auction on Saturday, February 20, 2010 a success. Please sign-up to volunteer in one of the following positions. Have fun, meet new people, contribute to your 40 volunteer service hours and **SUPPORT OUR KIDS!**

FRIDAY, FEBRUARY 19TH - SET-UP/DECORATIONS

- | | |
|---|--|
| <input type="checkbox"/> Set-up 8am - 10am
Set-up auction tables and chairs, decorations, etc. | <input type="checkbox"/> Set-up 4pm - 8pm
Set-up auction tables and chairs, decorations, etc. |
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SATURDAY, FEBRUARY 20TH - SET-UP/DECORATIONS

- | | |
|---|--|
| <input type="checkbox"/> More Set-Up 8am - 12 noon
Put up decorations, bring in auction items, etc | <input type="checkbox"/> Even More Set-Up 12 noon - 4pm
Put up decorations, bring in auction items, etc |
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SATURDAY, FEBRUARY 20TH - DURING AUCTION

- | | |
|--|--|
| <input type="checkbox"/> Finance Check-In 4:45pm - 7:30pm
Check-In guests as they arrive. Help with acquiring credit card information, handing out table assignments and auction paddles and directing guests to the silent auction area. | <input type="checkbox"/> Finance Check-Out 7pm - 11pm or later
Help close silent auction tables at appropriate times, organize, gather auction items for check out and help check-out guests. |
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SUNDAY, FEBRUARY 21ST - CLEAN UP

- Clean-up 9am - 1pm
Take down decorations and put in storage, fold and put away tables, overall break down and clean-up.

NAME _____

CHILD'S GRADE _____

PHONE NUMBER _____