



## 2010 PRAIRIE AIR SHOW OFFICIAL VOLUNTEER AND VENDING GROUP GUIDELINES

In order to provide a safe, fun, and productive environment for Prairie Air Show Volunteers, Vending groups, and members of the Show's Special Operations Committee (hereafter referred to as ALL), the following Prairie Air Show guidelines are in force and shall be adhered to:

- ALL shall agree to work assigned areas for entire shift period—assignments may change at any time during Show weekend.

Shifts (times may vary and are subject to change):

July 23: "A Night for the USO" / 5:30 p.m. – 10:00 p.m. (check-in 4:30 p.m.)

July 24 / 25: 8:00 a.m. – 4:30 p.m. each day. ALL are to be checked in between 7:00-8:00 a.m. Volunteers are to be at assigned areas no later than 8:15 a.m., and Vending groups are to be at assigned booths no later than 8:30 a.m. (Please allow for traffic congestion, roadwork, and detours—adjust travel time accordingly.)

- ALL shall complete and submit to Volunteer Coordinator—prior to Show weekend—2010 Registration Form, with Emergency Contact and Release Form.
- ALL shall attend the mandatory Volunteer/Vending Training & Briefing session on Saturday, July 10, 8:30-10:30 a.m. (Held at Byerly Aviation in Peoria.)
- Vending groups—all members who will be on Show site—shall attend the mandatory Peoria County Health Department Sanitation presentation on Wednesday, July 21, 5:00-6:00 p.m. (Held on Show site—Chalet Area)
- ALL shall attend the mandatory Volunteer/Vending Safety Briefing on Wednesday, July 21, 6:30 p.m. (Held on Show site—Chalet Area)
- ALL will receive parking passes/permits at July 10 and/or July 21 meetings—to be displayed on driver's-side dashboard of vehicle.
- Wristbands, received at check-in, shall be worn by ALL during shift assignments and while on Show site.
- ALL shall wear clean, neat, and comfortable attire, with no references to drugs, alcohol, profanity, or vulgarity affixed thereon. No excessive jewelry. Hats are to be worn with proper orientation. To prevent injuries, OPEN-TOED SHOES ARE NOT ALLOWED.
- At first-day check-in, each volunteer shall receive one (1) official PAS T-Shirt, to be worn at all times during assignment on Show site. Vending groups will not be issued T-Shirts; however, they are encouraged to wear the group's logoed shirts—again, nothing inappropriate.
- NO smoking during assignment, other than in designated areas while on break. NO CONSUMPTION OF ALCOHOLIC BEVERAGES while on Show site. NO use of cell phones or other similar devices. NO profanity.
- No volunteer, or member of a vending group, shall leave their assigned area without the consent/awareness of area supervisor or Volunteer Coordinator, especially if staffing the area alone.
- Volunteers will be provided lunch—Volunteer Canteen on site.

The most important guideline:

- SMILE—Air Show Smiles—and HAVE FUN. Treat Air Show patrons with respect, greeting them in a welcoming tone. You are not just a volunteer—you are a host as well.

***Thank You—for wanting to join the Prairie Air Show Team.***

***With your help, PAS can fulfill its Mission to honor America's Service Men and Women, to promote aviation education and awareness by providing opportunities for the community to experience past and present military/civilian aircraft, and, most importantly, to honor its community (your community) by donating 100% of the Air Show's net proceeds to various community charitable organizations.***