

# SPOLETO FESTIVAL USA

## VOLUNTEER SIGN-UP FORM

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone (home): \_\_\_\_\_ (mobile): \_\_\_\_\_

E-mail address: \_\_\_\_\_

Occupation: \_\_\_\_\_

The following are the available tasks for which we are seeking volunteer assistance.

Please check one or more of the tasks in which you are interested:

- Front Desk\*     Mailings     Data Entry  
 Festival Usher     Poster/Brochure Distribution

*\*Front desk positions are for those available for a long-term and set schedule.*

Computer skills: \_\_\_\_\_

Please check if applicable:

- Exceptional handwriting skills or calligraphy (for addressing invitations)  
 Additional languages: \_\_\_\_\_

Additional qualities, special skills, etc.: \_\_\_\_\_

***For those solely interested in a Festival usher position, you may leave the rest of the form blank.***

For all other volunteer applicants, please mark all times you are available. (Time periods below are flexible if need be.) Weekends and after-hours shifts only apply from early May to the end of June.

Monday	<input type="checkbox"/> all times	<input type="checkbox"/> 9am–2pm	<input type="checkbox"/> 12pm–5pm	<input type="checkbox"/> 4pm–9pm
Tuesday	<input type="checkbox"/> all times	<input type="checkbox"/> 9am–2pm	<input type="checkbox"/> 12pm–5pm	<input type="checkbox"/> 4pm–9pm
Wednesday	<input type="checkbox"/> all times	<input type="checkbox"/> 9am–2pm	<input type="checkbox"/> 12pm–5pm	<input type="checkbox"/> 4pm–9pm
Thursday	<input type="checkbox"/> all times	<input type="checkbox"/> 9am–2pm	<input type="checkbox"/> 12pm–5pm	<input type="checkbox"/> 4pm–9pm
Friday	<input type="checkbox"/> all times	<input type="checkbox"/> 9am–2pm	<input type="checkbox"/> 12pm–5pm	<input type="checkbox"/> 4pm–9pm
Saturday	<input type="checkbox"/> all times	<input type="checkbox"/> 9am–2pm	<input type="checkbox"/> 12pm–5pm	<input type="checkbox"/> 4pm–9pm
Sunday	<input type="checkbox"/> all times	<input type="checkbox"/> 9am–2pm	<input type="checkbox"/> 12pm–5pm	<input type="checkbox"/> 4pm–9pm

Indicate if you are available to have a set schedule during office hours:     YES     NO

If YES:     3 days per week     4 days per week     unlimited availability

**Mail to** Volunteer Spoleto Festival USA, 14 George St., Charleston, SC 29401  
or fax to 843.723.6383 or email to [volunteer@spoletousa.org](mailto:volunteer@spoletousa.org).

For office use only: Received \_\_\_\_\_ Reply \_\_\_\_\_ Method \_\_\_\_\_