

18th, 19th, 20th August 2017  
 Contact Sue Bishop  
 Email [sue.folkeast@gmail.com](mailto:sue.folkeast@gmail.com)



# Volunteer Steward Application Form

Name		<i>Please insert or attach recent head and shoulders photo</i>		
Email address (please print clearly)				
Telephone no (Mobile if possible)				
Full Address (including postcode):		Please highlight/underline your age group (you must be over 18 years on the first day of duty)		
		18 - 25	26 - 35	36 - 45
		46 - 55		55 +
Emergency contact name:		Relationship:		Phone number:
Have you volunteered at FolkEast before? <i>Please indicate which year</i>				
2012		2013		2014
				2015
				2016
I am a first timer!				
Have you volunteered at any other festivals? <i>Please give details of which festivals and your role.</i>				
Please indicate which days you are available to volunteer at FolkEast 2017. <i>NB. Children who are with you at the festival, must be looked after by someone else while you are on duty.</i>				
Thu 17 <sup>th</sup> Aug	Fri. 18 <sup>th</sup> Aug	Sat. 19 <sup>th</sup> Aug	Sun. 20 <sup>th</sup> Aug	Mon. 21 <sup>st</sup> Aug
Please indicate if you will be camping		Tent	Campervan	Caravan
Please indicate which campsite you will be using (refer to <i>Ts &amp; Cs &amp; other information</i> )		Volunteer campsite	Public campsite	I don't know yet
Do you have any skills or experience that you feel you can offer?				

Are there any tasks that you are not able to do? <b>Please inform us of any relevant disability or medical issues.</b>			
Name of anyone you'd like to work with:	We would like to work together	or	We would like the same shift patterns
I am happy to work extra hours if required		I am happy to be called to cover at short notice	

Please indicate the order of preference of the Teams you would be most interested to work in by numbering 1,2,3,etc. Please select at least 3 teams to allow us flexibility in allocation. We will do our best to accommodate your preferences. Please refer to the *Team Breakdown* for more detailed information.

Preference	Teams	
	<p><b>Gate Folk:</b> This team monitor entry points to the festival site, venues and restricted points of access. <i>We need you to be;</i> Friendly and helpful, calm, logical, a good communicator, good at making decisions, assertive, able to give clear instructions.</p>	
	<p><b>Site Folk:</b> This team will be the main source of support for festival goers in the arena. <i>We need you to be;</i> Resourceful, adaptable, friendly and helpful, observant, happy to meet and chat to people and have a good knowledge of the festival layout.</p>	
	<p><b>Venue Folk:</b> This small team will assist the venue staff with the smooth running of performances with particular regard to the safety and well-being of the audiences. <i>We need you to be;</i> Friendly and helpful, reliable, conscientious, observant, safety conscious, good at giving clear instructions</p>	
	<p><b>Campsite Folk:</b> This team will supervise the various FolkEast campsites. <i>We need you to be;</i> Friendly and helpful, logical, observant, calm under pressure, a camper with some experience, systematic, good at giving instructions, firm but fair.</p>	
	<p><b>Green Folk:</b> This team is responsible for helping to keep the site clean and tidy. <i>We need you to be;</i> Enthusiastic, physically fit, reliable, conscientious and to believe in our desire to ensure that FolkEast creates minimal environmental impact</p>	
	<p><b>Backstage Folk:</b> This team will be assisting with the management of the restricted artist and crew areas <i>We need you to be;</i> Friendly, helpful, discreet, hospitable and confident</p>	
Please give reasons for your Team choices and any previous experience you have had.		
Is there any other information we should know about you?		
Please indicate which briefing meeting you are hoping to attend	11am, Thursday 17th August	2pm, Friday 18th August

**Declaration:**

I have read and accept the Terms and Conditions and am available on the dates I have indicated.

**Signature:****Date:**

- Please return the above form, along with a recent head and shoulders photograph, before Wednesday 31<sup>st</sup> May 2017 and keep a copy of your completed application form for your own records.
- Email the form as an attachment to; [sue.folkeast@gmail.com](mailto:sue.folkeast@gmail.com) or post it to; **FolkEast Productions Ltd, PO Box 325, Woodbridge, IP12 9DS**
- Communication will be via email where possible. Our Volunteer Coordinator Sue, will let you know whether your application has been successful and if so, provide further information.
- If you haven't received an email from the festival office within two weeks of sending your application, please contact **Sue Bishop** at [sue.folkeast@gmail.com](mailto:sue.folkeast@gmail.com)
- You may not receive details of your exact hours and duties until the week before the Festival.
- Data protection – The details you supply on your application form will be held securely and confidentially by FolkEast and only used in relation to your application or to contact you about matters relating to the festival.