



# VOLUNTEER COMMITMENT FORM

The 2<sup>nd</sup> Annual CHEAR Soundsation Championship Event Team needs **volunteer support** to assist with various activities during the planning and implementation of the event taking place at the **Norfolk Marriott Hotel, Saturday, February 5, 2011**. If you would like to offer your help, please review the **support opportunities** available, check your area of interest and expertise and sign up as a member of our **Volunteer CHEAR Leading Club**. Your support of this exciting **Super Bowl Pre-Party Soundsation** will help to off-set expenses and help raise funds for **CHEAR, the Coalition for Hearing, Education and Research**. Please review the opportunities for participation, complete the form and email or fax to: **Trudy Rains • trudy7@cox.net • Fax: 757.351.1332 • Phone: 757.692.2498**

CHEAR, INC. • 600 Gresham Drive • River Pavilion Suite 1100 • Norfolk, Virginia 23507  
Phone: 757.388.6229 • Fax: 757.388.6241 • E-mail: chearmail@gmail.com • Website: CHEARvirginia.com

## MAILING AND REGISTRATION SUPPORT

- Invitation Mailing:  Dec. 2010 Date TBD
- Preparation of Guests Packets:  Fri., Feb. 4th
- Event Registration:  Sat. Feb. 5th Guests Check-In

## AUCTION AND RAFFLE SUPPORT

- Packing Up Items:  Wed, Feb., 2<sup>nd</sup>  Thurs., Feb. 3<sup>rd</sup>
- Loading/Unloading Trucks:  Fri., Feb. 4<sup>th</sup>  Sat., Feb. 5<sup>th</sup>
- Auction Set-up/Table Displays:  Fri., Feb. 4<sup>th</sup>  Sat., Feb. 5<sup>th</sup>
- Auction Tables Hosts or Hostess: Sat., Feb. 5<sup>th</sup>
- Auction Check-out Runners (Gather items for winners at close of Auction): Sat., Feb. 5<sup>th</sup>
- Auction Check-out: Sat., Feb. 5<sup>th</sup>
- Auction Break-down: (10:30 p.m.) Sat., Feb. 5<sup>th</sup>
- Assist with Follow-up and Sale of Left Over Items beginning:
  - Mon., Feb. 7<sup>th</sup>  Tue., Feb. 8<sup>th</sup>  Wed., Feb. 9<sup>th</sup>

## DECORATIONS AND LOGISTICS SUPPORT

- Building/Painting of Decorations (Needs TBD): Jan. 2011
- Packing Items:  Thurs., Feb. 3<sup>rd</sup>  Fri., Feb. 4<sup>th</sup>
- Loading Trucks: Fri., Feb. 4<sup>th</sup>
- Unpacking/Set-up/Hotel:  Fri., Feb. 4<sup>th</sup>  Sat., Feb. 5<sup>th</sup>
- Break-down and Pack-Up of the Party Sat., Feb. 5<sup>th</sup> (10:30 p.m.)
- Loading Trucks at Norfolk Waters Marriott and Follow Trucks to Locations for Unloading: Sun., Feb. 6<sup>th</sup> (9:00 a.m.)

## INTERACTIVE ACTIVITIES

- Assist in Set-up and Display  Fri. or Sat. TBD
- Hosts and Hostesses: Sat., Feb. 5<sup>th</sup>

## VOLUNTEER AND HOSPITALITY SUPPORT

- Event Hosts and Hostesses: Sat., Feb. 5th

## TIMES I'M AVAILABLE

- Weekdays  Weekend Saturday Workshops
- Morning  Afternoon  Evening  All Day  As Needed

Each assignment is critical to the success of the event. Our volunteers are the foundation on which the event will be built and managed. Each element plays an important role - each volunteer an important part of that role. If you have any questions, please feel free to contact us.

THANK YOU FOR HELPING TO CREATE OUR SUPER BOWL PRE-PARTY SOUNDSATION!

NAME \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

STATE \_\_\_\_\_

ZIP \_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX \_\_\_\_\_

CELLULAR \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

My signature confirms my commitment to participate in the CHEAR Soundsation as a Volunteer for the Position and Times I have indicated.

\_\_\_\_\_/\_\_\_\_\_  
Signature

FOR EVENT TEAM CHAIRS AND CO-CHAIRS:

Committee: \_\_\_\_\_

Position: \_\_\_\_\_

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

Times: \_\_\_\_\_