

FALCON WANDERERS EVENT VOLUNTEERS LIST

EVENT:		DATE:	
START TIME:		FINISH:	
WALK NOTES:			
	FIRST SHIFT	SECOND SHIFT	
TIME:			
START CARDS & PRE-REGISTRATION:			
CASHIER:			
START NUMBERS:			
TIME:			
FINISH #1:			
FINISH #2:			
TIME:			
CHECKPOINT 1:			

CHECKPOINT 2:		
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INSTRUCTIONS FOR FILLING OUT “TIME” BLOCKS ON VOLUNTEERS LIST

POSITION

TIME

START CARDS & PRE-
REGISTRATION, CASHIER,
START NUMBERS

1/2 HOUR BEFORE EVENT START TIME TO START
TIME CUT OFF. SPLIT THE TIME TO WORK OVER
THE TWO SHIFTS.

FINISH #1 & FINISH #2

1/2 HOUR AFTER EVENT START TIME TO 1 HOUR
PRIOR TO EVENT FINISH TIME. SPLIT THE TIME TO
WORK OVER THE TWO SHIFTS.

CHECKPOINTS

EVENT START TIME TO 1 HOUR BEFORE EVENT
FINISH TIME. SPLIT THE TIME TO WORK OVER THE
TWO SHIFTS.