



SUNDAY 23rd MARCH PAT USHER FORESHORE, BUNBURY

VOLUNTEER REGISTRATION FORM

INDIVIDUAL

Please complete, sign and return this form to
volunteers@chefslongtable.com.au

Preferred Task & Times – please rank all applicable			
Rank	Times	Tasks	Needs
	7.00am -10.30am	General Hands - Erect banners, displays & general organising	6
	10.30am -3.30pm	Sign in/Table Check/Food Service	25
	2.00pm - 6.30pm	Food Service/Pack down	15
	10.30am – 5.30pm	Sign in/Beverage Service min age 18 RSA not required, but preferred	20
Individual Details – please print			
Name:			
Address:			
Email:			
Mobile:		Phone:	
Are you over 18? YES / NO (under 18 please see below for parent/Guardian agreement & signature)			
Do you have any health, allergies or physical limitations that we should be aware of? YES / NO			
If Yes: please provide details:			
Emergency Contact			
Emergency Contact Name:			
Phone:		Relationship to you:	
Declaration			
Please read terms & conditions on next page before signing			
<i>"I have read and understand the above and have provided all required information, which is to the best of my knowledge true and correct, and I volunteer for tasks to be assigned to me"</i>			
Signature:		Date:	
For UNDER 18-year-old volunteers – Parent/Guardian Agreement is required			
I agree to my son/daughter taking part in the Chefs Long Table Charity Lunch (CLTCL)			
Name:			
Signature:		Date:	



TERMS & CONDITIONS

- Please note: **EVERY VOLUNTEER MUST COMPLETE THIS FORM** in order for Chefs Long Table Charity Lunch (CLTCL) to comply with INSURANCE, LICENSING and requirements.
Sorry but if NO FORM, we will have to refuse your offer to work as part of our Volunteer Team.
- Our privacy policy dictates that no information regarding volunteers of CLTCL will be provided/shared, unless required by law, and then with your authorisation or in the case of an emergency.
- CLTCL seeks to achieve a professional working environment. Presenting appropriately promotes self-confidence and inspires confidence in others within our huge, highly respected team of volunteers.
- What to Wear –
 - Smart black skirt/trousers
 - Enclosed footwear that is suitable for extensive standing on uneven, grassed surfaces
 - Hair tied back neatly
 - Those serving food and alcohol will be provided with a CLTCL shirt/blouse, on loan for the day
 - Auctions & Raffle Assistants will be provided with retraVision sponsored shirt on loan for the day
- We will be conducting an **Onsite Briefing Session** on the day prior to the event start. Please ensure you arrive at your designated time so we go over emergency procedures, job roles, service run sheet & expectations of the event. It is important that you attend this short session as together we will be seamlessly serving 300 guests with 12 courses plus beverages and making history with yet another fantastic Charity Luncheon event.
- A Certificate of Participation will be issued thanking you for your contribution to the success of the Luncheon.
 - If you require a Letter of Acknowledgement for your personal Career Portfolio, please discuss this with our Volunteer Coordinator.
 - We will also be providing you with an opportunity to provide feedback on your experience as a volunteer for us to take on board for future events.

If you have any questions, please contact Alison on
volunteers@chefslongtable.com.au
Mobile 0417 004 583

*Thank you for offering to be one of our very important volunteers.
We look forward to working with you as a valuable team member in staging the Chefs
Long Table Charity Lunch
We are celebrating the support of more than 100 community projects in Bunbury and
South West Region since 2013– Welcome aboard!*