



# 2011 Volunteer Application

211 Taylor Street, Suite 32A  
 PO Box 594  
 Port Townsend, WA 98368  
 360-379-1333

Thank you for your interest in the Port Townsend Film Institute. The success of our year-round programming, including the annual Film Festival depends on volunteers who contribute their enthusiasm and time. We have many opportunities available requiring different skills and commitment levels. Registration is required for both new and returning volunteers. Complete this form online or print and return. Copies are also available in the office.

## 2011 Volunteer Rewards

- All Volunteers earn **credit** toward the purchase of a pass to the festival. For details, refer to "Volunteers" under "Engage" on our web site @ [www.ptfilmfest.com](http://www.ptfilmfest.com)
- Pre-Festival screening of a festival film with your fellow volunteers
- Post-Festival volunteer party
- Have fun working with the best people producing a wonderful community event!

## CONTACT INFORMATION \* Required

Please Print Clearly

First Name*	Last*	
Mailing Address*		
City*	State*	Zip*
Daytime Phone*	Evening Phone	
E-mail*		
Emergency Contact Name*	Phone*	
Employer:	Status: <input type="checkbox"/> Currently employed <input type="checkbox"/> Retired <input type="checkbox"/> Member of Board	
Does your employer provide a matching donation for volunteering and/or donations? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't know		

## PREVIOUS FILM FESTIVAL EXPERIENCE:

<input type="checkbox"/> New PTFI Volunteer <input type="checkbox"/> Past PTFI Volunteer
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## YEAR-ROUND VOLUNTEER TIME COMMITMENT

The office is open all year with events and daily operations that support the Port Townsend Film Institute as well as the Film Festival. <input type="checkbox"/> Please contact me for year-round volunteer opportunities
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## YEAR-ROUND SKILLS: Check all that apply

<input type="checkbox"/> Brochure/Poster distribution	<input type="checkbox"/> Film submission review
<input type="checkbox"/> Bulk mailing (Stuffing envelopes)	<input type="checkbox"/> Fundraising
<input type="checkbox"/> Computer Skills: Basic	<input type="checkbox"/> General office
<input type="checkbox"/> Computer skills: Advanced	<input type="checkbox"/> Graphics
<input type="checkbox"/> Data entry	<input type="checkbox"/> Grant writing
<input type="checkbox"/> Donation solicitation	<input type="checkbox"/> Marketing
<input type="checkbox"/> Event crew set-up & strike	<input type="checkbox"/> Tech support
<input type="checkbox"/> Event party crew-Penguins	<input type="checkbox"/> Volunteer coordination
<input type="checkbox"/> Event planning	<input type="checkbox"/> Writing & Editing
<input type="checkbox"/> Farmers Markets/Fairs Booth	

**THE FESTIVAL** I want to volunteer for **Festival Week** (September 19– 26, 2011)**SHIFT AVAILABILITY:** *Select all that apply*

<input type="checkbox"/> 9/19 Monday		
<input type="checkbox"/> 9/20 Tuesday		
<input type="checkbox"/> 9/21 Wednesday		
<input type="checkbox"/> 9/22 Thursday	<input type="checkbox"/> Thursday Eve	
<input type="checkbox"/> 9/23 Friday	<input type="checkbox"/> Friday Eve	<input type="checkbox"/> Friday Late Night
<input type="checkbox"/> 9/24 Saturday	<input type="checkbox"/> Saturday Eve	<input type="checkbox"/> Saturday Late Night
<input type="checkbox"/> 9/25 Sunday	<input type="checkbox"/> Sunday Eve	
<input type="checkbox"/> 9/26 Monday		

**VENUE PLACEMENT CONSIDERATIONS:**

Please check your age range:  under 21  over 21

I have a problem with:

Standing  Sitting  Lifting  Vision  Hearing  My mother

Comments:

**VENUE PREFERENCE:** *Select all that apply*

Any  Concierge  Hospitality-Registration  Hospitality -Merchandise  Panels

Indoor Theatre  Outdoor Theatre  Outdoor Information Booth  Concessions

I want to manage a venue or volunteer crew  I want to be a back-up assistant manager

**FESTIVAL SKILLS:** *Please check the skills you would like to offer*

<input type="checkbox"/> Cashier	<input type="checkbox"/> Security
<input type="checkbox"/> Catering	<input type="checkbox"/> Technical support: Grip
<input type="checkbox"/> Customer Service	<input type="checkbox"/> Technical support: Lighting
<input type="checkbox"/> Decorating	<input type="checkbox"/> Technical support: Projectionist
<input type="checkbox"/> Event crew set-up & strike	<input type="checkbox"/> Technical support: Sound
<input type="checkbox"/> Event party crew-Penguins	<input type="checkbox"/> Theatre venue indoor/outdoor ushers
<input type="checkbox"/> Event planning	<input type="checkbox"/> Venue crowd liaison
<input type="checkbox"/> Photography	

Do you have access to a truck for moving festival supplies and equipment?  Yes  No

**TRANSPORTING FILMMAKERS AND GUESTS:**

Where are you interested in driving? *Select all that apply*

Locally  Bainbridge/Kingston ferries  SEA-TAC airport  Anywhere you need me!

Do you have a valid driver's license?  Yes  No For insurance purposes, are you over age 25?  Yes  No

You must provide a copy your valid driver's license and current insurance coverage to drive for PTFI.

**COMMENTS:** *Anything else you would like us to know?*

Comments:

Referred by:

By checking here I understand that the Port Townsend Film Festival does not consider me an employee and as such does not provide any personal liability, health or life insurance. *This line must be checked for you to be considered a volunteer.*

Signature: \_\_\_\_\_

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

Thank you for volunteering for the Port Townsend Film Institute and/or the 2011 Port Townsend Film Festival. If you have any questions, please call us at 360-379-1333