

**Can-Am Equine Marketing Inc.**  
**Tanya Panczuk**  
Phone: 519.942.3011  
Email: tpanczuk@rmillargroup.com  
www.canamequine.com  
633419 Highway 10-Unit C4  
Mono, Ontario  
L9W 6Z1



## **VOLUNTEER JOB DESCRIPTIONS**

### **ARENA / RING TRAFFIC**

Responsible for moving any equipment, jumps or props required by Clinicians, Demo riders into and out of the arena. May be asked to help moving horses to and from the stabling area. Ensure paths are clear for horses and riders from warm up ring and breeds ring into show ring.

### **ENTRANCE GATE GREETER & WELCOME DESK**

Responsible for taking tickets and stamping hands for re-entrance, checking armbands and/or existing stamps to ensure everyone has paid admission. Responsible for handing out Show Programmes and answering any questions regarding schedules of clinicians, demonstration times and/or breed locations in buildings.

### **EVE. EXTRAV USHERS/TICKET TAKERS**

Take tickets before the Evening Extravaganza shows. Patrol the show ring area. Control audience and ensure everyone is seated during performances or clinics. Ask people to stay seated until there is a break in performances, as to not distract riders or clinicians. Answer questions about shows, clinics and seating. Walkthrough bleachers before and after show ring clinics and pick up any lost belongings and garbage to be thrown out.

### **LECTURE ROOM**

Ensure that scheduled times are followed by presenters. Sit in on lectures. Give presenters a 10-minute warning to let them know that the next lecture will be beginning soon.

### **PARKING ATTENDANTS**

Arrive 1 hour before show opening and direct drivers and vendors to appropriate spots.

**\*\* Responsibilities can be changed or amended by management as necessary \*\***

**\*\* FAILURE TO COMPLY WITH CAN-AM REGULATIONS WILL RESULT IN WITHDRAWAL OF WRISTBAND \*\***

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## **VOLUNTEER APPLICATION**

We would like to thank you in advance for investing your time to make the Can-Am All Breed Equine Expo a success. Your contribution is greatly appreciated and is an integral part of making event run smoothly. Please remember, if you accept a position as a Volunteer, we are counting on you to do the assigned job and to fulfill all the days you signed up for.

### **FILL OUT FORM AND RETURN BY MARCH 9, 2020 TO THE EMAIL LISTED ABOVE**

If you are coming to the Can-Am All Breed Equine Expo and would like to earn your way in, we could certainly use the help. We require a minimum of a four-hour shift per person. One four-hour shift equals one-day pass in. Some volunteer areas fill up quickly, so please send your form back early. The jobs will be filled on a "first come first served" basis.

However, job revisions and parameters are not completed until March 16. Therefore, normally you will not hear from us prior to that date and a job description, map of the Fairgrounds, and a tentative schedule may not be sent out until Mid-March. All job schedules for 2020 will be final Mid-March. Minimum age to volunteer is 16.

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## **VOLUNTEER APPLICATION**

### **PLEASE PRINT:**

**Name:** \_\_\_\_\_

**Date of birth (if under 18 years old):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_

**Province:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

If you wish to be scheduled with someone, please fill out the following: (we will try our best to accommodate your request, but this is not guaranteed)

I would like to work with: \_\_\_\_\_ or

I would like to work the same shift time as: \_\_\_\_\_

Name of person and day (s) \_\_\_\_\_

**Waiver:** Please PRINT your name: I, \_\_\_\_\_ assume all risks from any incident at the Can-Am All Breeds Equine Emporium and agrees that all participants, sanctioning bodies, employees, volunteers, agents, officers, directors, vendors, sponsors and advertisers of the Can-Am All Breeds Equine Emporium are hereby released from any and all claims arising from the event.

**Signature of Volunteer:** \_\_\_\_\_

**Signature of Parent or Guardian (if under 18 years old):** \_\_\_\_\_