



## Chattahoochee Mountain Fair – Volunteer Info Sheet

**Location:** Habersham County Fairgrounds

**Dates:** Friday, September 5 – Saturday, September 13

### Hosted By:

- VFW Post 7720 & Auxiliary
  - DAV Chapter 15 & Auxiliary
  - American Legion Post 84 & Auxiliary
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### Sign-Up Information

**Online Sign-Up Link:** (available on GroupMe and GRV.Center)

<https://www.signupgenius.com/go/10C0A45ADAF23ABF5CF8-57444892-chattahoochee>

**Printed sign-up sheet available at the Bingo Desk.**

*Please sign up early to ensure coverage across all days and shifts.*

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### Arrival & Gate Entry

- **Arrive at least 15 minutes before your time slot.**
  - **Gate Passes Are Limited:** Coordinate in advance to **hand off your pass** to the next shift **OR meet them at the gate.**
  - Only those with scheduled slots will receive gate access.
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### Booth Details

- **Double Booth Setup:**
  - **Booth 1 – Info Station**
    - Poster boards
    - Flyers & brochures
    - Table runners for each organization
  - **Booth 2 – Meet & Greet Station**
    - Staffed with a rotating volunteer from participating organizations
    - Provide general information, answer questions, and welcome fairgoers

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### **TV Slideshow Display**

- A **TV will run a slideshow presentation** about the veteran organizations.
- Volunteers are responsible for:
  - **Turning on the TV at opening**
  - **Turning it off at closing**
- A **detailed instruction sheet will be taped to the TV.**

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### **Important Reminders**

- **Do not rearrange booth layout.**
- Keep booths neat and inviting.
- Be respectful of other volunteers' time—arrive on time and stay until relieved.
- Wear your organization's attire or name badge if available.
- If you cannot make your shift, **please notify a coordinator ASAP.**

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Thank you for representing our veteran community proudly and professionally. Let's make this a successful and engaging event for all!

**Questions?** Contact your Post or Auxiliary leadership for coordination assistance.