

# Octoberfest Task Listing

## Friday (day before event)

<b>Task</b>	<b># Volunteers Needed</b>	<b>Approx. Times</b>
1. Map & Mark site locations on streets	2-3	10:00am-Noon
2. Position Stage 1 components at Depot Street	3-4	Noon-1:00pm
3. Position Stage 2 Components at Cook Street	3-4	1:00-2:00pm
4. Setup Cash Cube on Main Street Site	2	2:00-2:30pm
5. Setup Ticket Booth on Church Lawn	2-3	2:30-3:30pm
6. Position Portable Restrooms with vendor	1	??
7. Check/Test Power Panels ( 3 locations )	1	3:00

## Octoberfest Day

<b>Task</b>	<b>Duration</b>	<b>Approx. Times</b>
1. Position Vendors (help for Mary)	As Needed	6:00am-9:30am
2. Ride Setup/Training (2-3 persons)	1 hour	7:00am-8:00am
3. Stage 1 Setup (8-10 persons)	20 mins	7:00am-7:20am
4. Tables / Chairs positioning (4-6 persons)	30 mins	7:20am-8:00am
5. Stage 2 Setup (6-8 persons)	When Needed	8:00am-8:20am
6. Ticket Booth Cashiers (2-persons)	2 hour shifts	8:30am-4:00pm
7. Hat Table (1-person)	2 hour shifts	9:00am-4:00pm
8. Train Operators (2 persons)	2 hour shifts	8:30am-4:00pm
9. Bouncy Ride Operators (teams)	2 hour shifts	8:30am-4:00pm
10. Adult Midway Supervisors (1 person)	2-3 hour shifts	8:30am-4:00pm
11. Cash Cube Operators (2 persons)	2 hour shifts	8:30am-4:00pm
12. Spinney Wheel Operators (2 persons)	2 hour Shifts	8:30am-4:00pm
13. Trash Removal Details (teams)	Roving Hourly	8:00am-4:00pm
14. Stage 2 Teardown (6-8 persons)	When Needed	4:00pm – 4:15pm
15. Stage 1 Teardown (8-10 persons)	When Needed	4:15pm – 4:30pm
16. Tables/Chairs Collection (4-6 persons)	Until Complete	4:30pm - ?
17. Ticket Booth Dismantle (2-3 persons)	Until Complete	5:00pm - ?
18. Cash Cube Dismantle (2-3 persons)	Until Complete	5:00pm - ?
19. Stages / Ticket Booth / Cash Cube to Storage	Until Complete	6:00pm - ?
20. General Cleanup – Trash Removal / Sweeping	Until Complete	6:00pm - ?