

2009 Post-Gazette Pavilion Fund Raiser

Arctic Foxes Hockey Association

Participant Rules

T.I.P.S. Certification

To serve alcohol you **MUST** be TIPS Certified. If you were certified last year, your certification is still valid. If you are not certified please contact Cheryl Kaiser to obtain a schedule of classes that are being held in our area. Those who are not certified **WILL NOT** be permitted to work B-Lawn or the Jack Daniel's Booth where alcohol is served. The Arctic Foxes Hockey Association will not bear the risk of being fined by the Liquor Control Board. Persons serving alcohol without the proper TIPS Certification may also be fined by the LCB.

Registration

You must register on the Arctic Foxes website, before you bid on a show. If a friend is working in support of your child, they also must register on the website. Any person working who does not have a child in the organization may work only when the parent of the child is also working. Please note that anyone working in B-Lawn Booth, Jack Daniel's Booth or serving beer in C-Main must be TIPS Certified.

Bidding on a Show

You may bid a maximum of two slots per show. (Unless you are bidding in C Main or as an Alternate.) Initially, beginning on May 1st, bids will be accepted for shows scheduled for May and June only. On May 31st, bidding will open for shows scheduled from July through the end of the season. Persons will not be assigned to work in B Lawn Booth or the Jack Daniel's Booth only; you must also take turns working in C Main.

Report Times

B-Lawn/Jack Booth: First two slots report as stated on the web site schedule. Late Shift (third – fifth slot), report up to 2 hours later.

**C-Main: First two slots report as stated on the web site schedule.
Late Shift, check times on the web site schedule.**

A Gate List with specific start times will be sent by email to all volunteers 24 to 48 hours prior to the show.

Staffing

A Team Leader will be listed in the first slot of every show for B-Lawn Booth and the Jack Daniel's Booth. The Team Leader will need to bring their Drivers License to use as a deposit for the moneybag and the uniforms. They are also responsible for picking up and returning the AFHA paperwork for each show.

If you are unable to work a concert that you have scheduled, *YOU MUST FIND YOUR OWN REPLACEMENT AND, YOU MUST NOTIFY BOTH MARY BETH BIELEWICZ and CHERYL KAISER.* There should be alternates listed on the schedule. Contact these individuals to arrange your replacement. Please note that the AFHA will be fined by the PGP for persons that do not report as scheduled. If a fine is levied, the amount of the fine will be taken from your earned credits.

B-Lawn Booth: This booth will be staffed with 2 to 4 people per show.

Jack Daniels Booth: This booth will be staffed with 2 to 4 people per show.

C-Main: This booth will be staffed with 15 to 25 people per show.

Alternates: The number of Alternate Positions available will vary depending upon the show and the estimated attendance.

Parking

Staff parking is free. Monthly Parking Passes can be obtained from Cheryl Kaiser. When arriving at the PGP parking lot, advise the PGP personnel that you are a volunteer worker. PGP personnel will then direct you to the Employee Parking Lot. Location of this lot changes from show to show.

Code of Conduct

No alcohol consumption of any kind, before, during or after the concert by any volunteers.

No smoking in the booth or in the park.

No eating or drinking in the booth. You may take a break to eat, drink or

smoke in designated areas only.

Dress Code

Black shorts or pants. Tennis shoes with socks. No open toe shoes. A PGP shirt will be provided for you. Shirts must be tucked in. **NO DENIM OF ANY KIND.**

AFHA can be fined for any of the above infractions. In the event that fines are levied, they will be deducted from your credits.

You will be provided a meal **FREE** of charge consisting of a soft drink, hot dog and pretzel. Report to the Employee Window at B-Main or C-Main. Additional items may be purchased at a discounted cost.

Credits (your account)

Credits for work performed at the PGP are computed on an hourly basis, across the entire concert season. Make sure you enter your Time-In and Time-Out, and the AFHA player to whom your credits should be applied, on the AFHA paperwork for the concert that you are working. Completion of this paperwork with approval by the Team Leader will assure you receive proper credit for the show that you work. Hours worked and estimated credits will appear on the website throughout the season.

Credits in excess of the annual registration fee may be applied to items related to participation in AFHA functions such as tournament fees, banquets, supplemental ice fees and on-ice instruction provided at the RMU Island Sports Center and approved by the AFHA. Credits may also be applied to purchases of certain Arctic Foxes logo sportswear. Due to IRS regulations, there are many items where credits may not be applied. Credits will never be redeemable for cash. Questions concerning the redemption of credits should be directed to the Treasurer of the AFHA.