

STAFF VOLUNTEER FORM

The Bury St. Edmunds BEER and CIDER FESTIVAL

25th to 30th August 2021

St Edmundsbury Cathedral, Bury St Edmunds, IP33 1LS

Name	
CAMRA membership number (if applicable)	
Charity name (if applicable)	
Email address	
Phone number	
Emergency contact person name and best phone number	
Do you have any medical conditions? Please provide details.	

Thank you for volunteering to help with running this very popular beer festival. Volunteers must be over the age of 18. All information is kept securely and treated in confidence. This is unpaid voluntary work. Full details of the health and safety and volunteer guidelines will be given before you start work. If you do not comply you may be asked to leave. You are advised to wear comfortable clothes and stout shoes. If you intend to drive, please take care not to drink. Parking is available at Ram Meadow, a short walk from the venue (car park address: Cotton Lane, Bury St Edmunds, IP33 1XT)

**CHECK OUT THE FESTIVAL WEBSITE FOR MORE
INFORMATION: www.burystedmundsbeerfestival.com**

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PLEASE CHOOSE ONE OR MORE SHIFTS FROM THOSE BELOW (most shifts are of three hours duration and all include a break): *Tick Box*

Monday (23 August)	Collecting from lock up	5.30pm to 8pm	
Tuesday (24 August)	Setting up	9am - 12 noon	
		12 noon - 3pm	
		3pm - 6pm	
Wednesday (25 August)	Setting up	9am - 12 noon	
		12 noon - 3pm	
	Festival (opens 4pm)	3pm - 6pm	
		6pm - 9pm	
		9pm - 12pm	
Thursday (26 August)	Festival (12 noon - 11pm)	11am to 2pm	
		2pm to 5pm	
		5pm to 8pm	
		8pm to 11pm	
Friday (27 August)	Festival (12 noon - 11.30pm)	11am to 2pm	
		2pm to 5pm	
		5pm to 8pm	
		8pm to 11.30pm	
Saturday (28 August)	Festival (12 noon - 11pm)	11am to 2pm	
		2pm to 5pm	
		5pm to 8pm	
		8pm to 11pm	
		Taking down (Nave only)	5pm to 9pm
Sunday (29 August)	Festival (12 noon - 8pm)	11am to 2pm	
		2pm to 5pm	

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		5pm to 8pm	
Monday (30 August)	Festival (12 noon - 6pm)	11am to 2pm	
		2pm to 5pm	
		5pm to 8pm	
	Taking down (outside)	6pm - 9pm	
Tuesday (31 August)	Taking down (outside)	8am - 11am	
	Returning to lock up	11am to 2pm	

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Please list roles/duties in order of preference in box at end (1 to 5):

Bar/Cider Bar serving <i>(includes bar cleaning/clearing etc)</i>	
Admissions/Glass sales <i>(includes moving boxes of glasses between stall and kitchen)</i>	
Returns/token sales <i>(includes litter picking in customer area periodically)</i>	
Setting up/Taking down <i>(includes some lifting/shifting of equipment, cleaning and lorry loading)</i> Please volunteer for setting up and taking down if you are able - we are often short of staff for these shifts - thank you.	
Customer Service <i>(includes monitoring of public areas and entertainment areas, assisting treasurer)</i>	
<i>We will try to accommodate your preferences but you may be asked to cover other duties.</i>	

BY SIGNING BELOW YOU ARE AGREEING TO WORK TO HYGIENE, HEALTH AND SAFETY GUIDELINES THAT WILL BE PROVIDED FOR YOU TO READ BEFORE YOU START WORK AT THE BEER FESTIVAL:	
Signed	
Dated	

Please return this form via email to: volunteers@westsuffolk.camra.org.uk

Or via post to:

Martin Bate, 118 Winthrop Road, Bury St Edmunds, IP33 3XW

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By 23rd July please *You will be contacted by email or telephone when your form is*



received.