



STUTZ ARTISTS ASSOCIATION

2011 Stutz Artist Association
Open House
VOLUNTEER APPLICATION

PLEASE NOTE: YOU MUST BE 18 TO VOLUNTEER!

Friday, April 29th – 5:30-10:30 pm

Saturday, April 30th – 2:00-7:00 pm

Stutz Business Center

10th & Capitol Ave., Downtown Indianapolis

**Volunteer for the 2011 Stutz Open House and receive:
Free admission to the event, and a free Stutz t-shirt.**

Plus you'll get to enjoy the art and atmosphere of one of Indianapolis'
premier art events!

Please fill out and return complete application page to
The Stutz Artists Association at the address below.

Applications are due by Monday, April 18th.

The Stutz Artists Association
212 West 10th Street, PO Box A500, Indianapolis, IN 46202



STUTZ ARTISTS ASSOCIATION

VOLUNTEER ACTIVITIES

Artist Studios/Information

You will be responsible for welcoming guests, directing them to artists' studios, and answering questions. You may also be asked to "studio-sit" when an artist needs a short break. You will not be asked to sell for the artist. Must be able to sit and/or stand for a period of time.

Friday 4:30 - 8:00 p.m.

Friday 7:30 - 11 p.m.

Saturday 1:15 - 4:30 p.m.

Saturday 4:00 - 7:15 p.m.

Set-up/Teardown

Set-Up volunteers will assist the Stutz staff and artists with setting up tables, signage, supplies, etc. prior to the opening of the event. Set-up may include assisting artists as they pick up ice for their studios or checking in with food vendors and entertainers. Teardown volunteers will help to remove these items and assist in general clean up at the end of the event.

Wednesday 5:00 - 8:00 p.m.

Thursday 5:00 - 8:00 p.m.

Friday 2:00 - 5:30 p.m.

Saturday 11:30 a.m. - 2:00 p.m.

Saturday 6:30 - 8:30 p.m.

Volunteer Check-in / Floaters

These volunteers will assist the Volunteer Coordinator with checking in other volunteers, seeing that they receive their T-shirts, and serving as an information source for volunteers. You may also be asked to serve in another area should a volunteer be absent or need a break.

Friday 4:00-8:00 p.m.

Friday 7:15-11:00 p.m.

Saturday 12:45 - 4:00 p.m.

Saturday 3:45 - 7:15 p.m.



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Name: _____

Street: _____

City: _____ State: ____ Zip: _____

Phone: _____ Alternate Phone: _____

E-Mail: _____

I will attend the Orientation/Training on Tues. Apr. 19 @ 5:45pm

I will attend the Orientation/Training on Sat. Apr. 23 @11:00am

It is strongly encouraged that you attend one of the volunteer orientation sessions that will be held at the STUTZARTSPACE Gallery on the first floor of the Stutz Business Center. Please choose the one that best fits your schedule.

Please indicate your top activity choices, days and times (from the list above) by marking your preference (1,2 &3). We will make every effort to assign you in one of these areas. However, it may become necessary to re-assign you based on the needs of the event.

	Area	Day(s)	Time
1			
2			
3			

Volunteering with a friend? Please give us his/her name. We will attempt to assign you together. However, please note that because of assignment needs, this may not be possible. Please make sure your friend also completes an application.

Name: _____