

EXHIBIT VOLUNTEER INSTRUCTIONS:

*****PLEASE WEAR YOUR GUILD NAME TAG*****

REMEMBER TO SIGN-IN WHEN YOU ARRIVE. There is a place to put your coat, but we cannot guarantee security there for your purse.

DOOR GREETERS—requires standing

Located in the exhibit hall. Hand out viewer ballot. Welcome visitors and answer questions, if you can, or refer them to a steering committee member. Remind visitors that NO FOOD OR DRINK IS ALLOWED ANYWHERE IN THE EXHIBIT AND SALES AREAS.

IQI RAFFLE QUILT TABLE--seated

Located in the exhibit hall. You will be selling raffle tickets, managing guild cash box and ticket stub box. If you work the last shift, we will let you know about storing the cashbox.

MAILING LIST iPad TABLE—seated

Located in the exhibit hall. You will oversee guests using an iPad to put themselves on an email list for subsequent shows.

SILENT AUCTION—standing and sitting

Located in the exhibit hall. This is a physically busy job at changeover times. Please take your instructions from Chris Deering and Gretchen Anderson. You may be asked to help at the quilt turning table during slow auction periods.

FLOOR HOSTESS/HOST--standing

Pick up white gloves at check in. (Yes, they've been cleaned!) You will be circulating through the main exhibit and/or Kriebel Gallery. While on the floor, answer questions and gently lift the corner of displays if visitors ask to see the back. Discourage visitors from touching. Engage visitors in friendly dialogue about the piece, your guild, the show.

Please stay on task during your shift. You'll have time to visit the boutique and other parts of the show before or after your shift.

If an item is for sale, there will be a price listed on the sign for that piece. Locate a steering committee member who will escort buyer to boutique to complete the sale.

**THANK YOU FOR VOLUNTEERING AT THE FINE ART OF FIBER. WE
COULDN'T DO IT WITHOUT YOU!**