



Creative and Performing Arts Center, Inc.
(CAPAC) Volunteer Form

Today's Date _____

Name: First _____ Last _____

Address _____

City _____ State _____ Zip _____

Phone () _____ Email _____

I am interested in volunteering in the following area(s):

- | | | |
|--|---|---|
| <input type="radio"/> Fundraising | <input type="radio"/> Membership | <input type="radio"/> Programming |
| <input type="radio"/> Marketing | <input type="radio"/> Newsletter | <input type="radio"/> Special Events |
| _____ Other (specify) | | |

I am interested in volunteering for upcoming events in the following area(s):

- Artists Hospitality** - Prepares catering and dining set up. Attends to performer requests for sundry items (ironing boards, extra napkins, etc). **Requires a greater commitment of time as artists arrive many hours before a performance.**
- Backstage Crew** - Occasionally additional help is needed backstage moving equipment, ironing clothes, assisting with quick changes.
- Ticket Office Assistant** - Helps distribute and sell tickets on performance nights.
- Volunteer Coordinator** - Contacts people in the volunteer pool for events needing additional help. May also recruit new volunteers for CAPAC performances. **Requires a greater commitment of time due to being responsible for creating certificates, a volunteer database and making contacts for give-a-ways to volunteers.**

For more information please contact us:

Phone: 703-441-2479

Email: volunteer@capacweb.org

Website: www.capacweb.org

Please mail this completed form to:

CAPAC

ATTN: Volunteer Coordinator

P.O. Box 4970

Woodbridge, VA 22194

Thank you for volunteering and making a difference!

For CAPAC Use Only:

Date Contacted: _____ **Event:** _____

Date/Time Commitment: _____