

# Become a Local Host

## WHAT IS A LOCAL HOST?

A Local Host is a person who commits to becoming the official AboutFace volunteer for one of the events in their city. Given that there are 8 cities where we will be hosting a skydiving event; AboutFace needs the support of local individuals to ensure that the jumpers and teams are supported and recognized on-site; that some important administrative procedures are handled effectively; and that AboutFace is professionally and warmly represented on-site on the day of the event.

## WHAT ARE THE PRIMARY DUTIES OF A LOCAL HOST?

The duties of a Local Host are very simple. They include but are not limited to:

- Commit to volunteering the full day for the event
- Meet the local Club management team in advance of the event
- Bring any required sponsorship materials/display on-site on event day provided by AboutFace
- Meet and greet all jumpers and teams on behalf of AboutFace
- Collect all/any outstanding donations from the jumpers on the day of the event
- Ensure that all jumpers sign the official waiver of indemnity for AboutFace
- Take photos of the event for the AboutFace website and newsletter
- Provide materials to any media that may show up at the event
- Return all money, signed waivers and photos to the AboutFace office post event

## HOW DO I BECOME A LOCAL HOST?

To become a local host, you must print off the form attached; complete and mail or fax it to the AboutFace office. A staff member will call you to confirm the acceptance in this position. Once you are approved, AboutFace will provide you with more information closer to the day of the event.

## CAN THERE BE MORE THAN ONE LOCAL HOST?

Yes, there can be more than one local host in one city. AboutFace will work with the interested volunteers to discuss duties and responsibilities and divide the tasks accordingly.

## WHAT'S IN IT FOR ME?

As a local host, you will be recognized by AboutFace for your contribution and support of the event. As well, all Local Hosts will receive:

- an official AboutFace event T-shirt to wear on the day of
- participate in one tele-conference training call with all other Local Hosts
- be listed on the AboutFace and Event website as the Local Host
- you will receive an official letter of thanks and appreciation for your contribution of time

**APPLICATION FOR LOCAL HOST  
LEAP OF FAITH 2009**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ Prov. \_\_\_\_\_ PC \_\_\_\_\_  
Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_  
Fax \_\_\_\_\_ Email \_\_\_\_\_

City that I would like to be the Local Host for:

- Cookstown, ON at Skydive Toronto on July 18, 2009
- Wainfleet, ON at Skydive Burnaby on July 11, 2009
- Ottawa - July 18, 2009
- Halifax - July 18, 2009
- Winnipeg, MB at Skydive Manitoba on July 18, 2009
- Calgary, AB at Alberta Skydivers on July 18, 2009
- Edmonton, AB at Skydivers R US on July 18, 2009
- Vancouver, BC at Skydivers Vancouver on July 18, 2009

Please call me to discuss this volunteer position in more detail.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date