



P.O. Box 541, Newburgh, NY 12551

VOLUNTEER APPLICATION – Newburgh Urban Farming Fair

The Newburgh Urban Farming Fair is a celebration of fresh food, local vendors, crafts, and farm fun. Attendees will learn about urban farming and gardening and participate in “how to demonstrations” about what they can do in their own yards and neighborhoods.

When: **Saturday, April 28, 2018 - Noon to 4:00 pm**

Where: **80 Broadway** Corner of Broadway and Grand Street, Newburgh, NY.

Volunteers are an important part of the Newburgh Urban Farming Fair and we appreciate the role you will play in making this a successful event for the City of Newburgh.

Here are the various jobs that need to be done:

- Distribute flyers and posters prior to the Fair. Assist in putting flyers and posters in local businesses and places where people congregate.
- Help set up Photo Reception at 2 Alices Friday April 27th.
- Help set-up on the day of the Fair, Saturday April 28th.
- Assist vendors in setting up their displays.
- Assist in setting up Kids’ Corner Activities.
- Help guide children through the activities.
- Work at the Welcome Table -- Welcome people to the Fair and distribute the layout map.
- Serve as a Roving Ambassador.
- Help people find exhibits they are looking for.
- Staff the Volunteer Support Table.
- Help cleanup after the Fair. Need to make sure the lot is clear and all Fair related materials are removed and properly disposed of.

Volunteers must be dressed appropriately for the tasks they will be participating in. No open toe shoes if part of an outdoor cleanup or set-up team.

For more information contact: Meg Oakes. MOakes@orangecountygov.com 845 360-6691



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Volunteer Registration Form – Newburgh Urban Farming Fair

Please fill out the form below and let us know what you are interested in doing. You can type directly on the lines highlighted in blue on the application. When you have completed the form please save it and return by email to NewburghUrbanFarmandFood@gmail.com or print and snail mail.

NAME: _____

PHONE: _____ E-MAIL _____

ADDRESS: _____

ADDRESS: _____

Volunteer Emergency Contact Information:

Name: _____

Phone: _____ Relationship: _____

Tell us what you are interested in volunteering for and when you are available:

___ Distribute flyers and posters prior to the Fair.

___ Set-Up Reception at 2 Alices April 27th 5:00pm

___ Set-Up Fair April 28th 9:30am – Noon

___ Kids' Corner ___ 11:00am – 2:00pm OR ___ 2:00pm – 4:00pm

___ Welcome Table ___ 11:00am – 2:00pm OR ___ 2:00pm – 4:00pm

___ Volunteer Station ___ 11:00am – 2:00pm OR ___ 2:00pm – 4:00pm

___ Raffles Noon – 4:00pm

___ Roving Ambassador Noon – 4:00pm

___ Fair Clean-up April 28th 4:00pm – 5:00pm