

Name _____ Band/Orch Teacher _____

Thank you for volunteering to work at the Solo Festival coming up at TCMS.



You have been assigned as a **“GUIDE”** on the following shift(s):

Friday Afternoon, Jan. ____ Please report to the atrium at ____ **PM**. (done at ____ PM)

Friday Evening, Jan. ____ Please report to the atrium at ____ **PM** (done at ____ PM)

Sat. Morning, Jan. ____ Please report to the atrium at ____ **AM** (done at ____ PM)

Sat. Afternoon, Jan. ____ Please report to the atrium at ____ **PM** (done at ____ PM)

Get a “name tag” at the registration area that says GUIDE.

Your job is very simple. You will be helping students and their parents find rooms within TCMS. If someone needs an elevator key, it is available at the Info Desk. If someone needs to see someone “in charge”, find _____.

Be courteous, and take people all the way to their room.

Gr8 things to say “can I help you?” “can I help you find your performance room?”
“Good luck on your performance!”

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