

Volunteer(s) needed in: _____ Westwood _____ Santa Monica

Number of volunteer(s) needed: _____

Date(s) of Request: _____/_____/_____ TO _____/_____/_____

Time of Event: _____:_____ AM/PM TO _____:_____ AM/PM

Specific Location of Event: _____

Type of Assistance Needed: (Check all that apply)

_____ Clerical _____ Event Support _____ Set-up & Break-down _____ Patient-Guest Escort/Wayfinding

_____ Other (Please specify: _____)

Description of Event/Project

Requestor: _____ Email: _____ Phone: _____

Point of Contact: _____ Email: _____ Phone: _____

Department: _____ Building & Room: _____

What is the volunteer expected to wear?

Required to travel? Transportation included? Parking validated?

Food/lunch and water provided to volunteer?

Any benefits for volunteers? I.e. Snacks, t-shirt, movie tickets, etc.? Volunteers like additional perks!