



30th January (Thurs) to
2nd February 2014 (Sun)

VOLUNTEER APPLICATION FORM

January 30, 2014, Thursday (4:00pm – 12:30am)
January 31, 2014, Friday (10:30am – 10:00pm)
February 01, 2014, Saturday (10:30am – 10:00pm)
February 02, 2014, Sunday (9:30am – 8:30pm)

YOU MUST BE AT LEAST 15 YEARS OLD TO VOLUNTEER FOR THIS EVENT.

To volunteer for the Year of the Horse Celebration at International Village, you must attend a mandatory Volunteer Orientation Session, which will take place at the Centre Court of the International Village Mall at 10:00am on Saturday, January 25, 2014. If you have any questions or comments, please contact the Volunteer Coordinators Amy or Katherine at phone no. 604-646-1081 or fax no. 604-646-1089 or email ivmleasing@gmail.com

Website: www.internationalvillagemall.ca

Personal Information

First Name: _____ Last Name: _____

Identity Document Type/No: _____

Gender ☐ M ☐ F Birth Date (Day/Month/Year) _____

Unisex T-Shirt Size ☐ small ☐ medium ☐ large ☐ x large

Home Phone No _____ Cell Phone No _____

Email Address _____

Home Address _____

City, Province, Postal Code _____

Emergency Contact Information

Emergency Contact Name _____

Relationship _____

Emergency Contact Address _____

Any disability/health issue that may affect your volunteer assignment? ☐ Yes ☐ No

If yes, please describe: _____

Are you presently taking any medication that has potential side effects, which may influence your volunteer assignment?

☐ Yes ☐ No If Yes, please describe: _____

Are you allergic to any medication? ☐ Yes ☐ No

If yes, please describe: _____

Volunteer Experience

Other organizations you have volunteered with: _____

Duties with those organization(s): _____

Present occupation or name of school: _____





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Additional Relevant Information

First Aid Certificate ☐ Yes ☐ No First Aid Level _____
 CPR Certificate ☐ Yes ☐ No CPR Level (Specify) _____
 Food Safe Certificate ☐ Yes ☐ No Serving It Right Certificate _____
 Bondable ☐ Yes ☐ No Cashier Experience ☐ Yes ☐ No
 Other Licence/ Certifications _____

Availability (4- 4 & half Hours Shifts – Please circle the shifts of your choice)

| | Thursday January 30, 2014 | Friday January 31, 2014 | Saturday February 01, 2014 | Sunday February 02, 2014 |
|-----------|------------------------------|----------------------------|-------------------------------|-----------------------------|
| Morning | NA | 10:30am - 3:00pm | 10:30am - 3:00pm | 9:30am - 1:30pm |
| Afternoon | 4:00pm - 8:30pm | 2:30pm - 6:30pm | 2:30pm - 6:30pm | 1:00pm - 5:00pm |
| Evening | 8:00 pm -12:30 am | 6:00pm - 10:00pm | 6:00pm - 10:00pm | 4:30p - 8:30pm |

Please note: While the IVM Leasing Office will attempt to match volunteers with requested schedule times and duties, we cannot guarantee that all requests will be met.

Volunteer Opportunities

- Event Crew – Involved with the set up, decorating, maintenance and clean up of the event
- Information Booth – Assist with the general inquiries about the event
- Security/ Hospitality – Involved with running errands, taking care of our onsite staff, performers, volunteers as well as crowd control
- Stage Crew/ Program – Volunteers will assist to ensure our programs are on schedule
- Sponsors' booths – Assist Sponsors with promotional activities
- Lucky Draw/Volunteer Booth - Sign in/out volunteers, hand out t-shirts, encourage patrons to enter the lucky draw, and assist with the hourly lucky draw on-stage
- Performers Change Room – Direct performers into the change room, ensure their privacy, and escort them to the stage for timely scheduled performances

Would you like to be a TEAM LEADER? ☐ Yes ☐ No

Language(s) spoken _____

Language(s) written _____

How did you hear about us? _____

Reason for volunteering with us? _____



OFFICE USE ONLY

Received _____ Area Assigned _____



EXHIBITOR BOOTH RESERVATION FORM

30 JAN (Thurs) 2014 (5:00pm – 12:30am midnight)
 31 JAN (Fri) 2014 (11:00am – 10:00pm)
 1 FEB (Sat) 2014 (11:00am – 10:00pm)
 2 FEB (Sun) 2014 (10:00 am – 8:00pm)

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DEADLINE FOR APPLICATIONS -- 15 January, 2014

RETURN COMPLETED FORM WITH PAYMENT TO:

Save and Sound Consultant Limited (ATTN: Katherine CHAN)

Unit #2127, Leasing Office, International Village Mall

88 Pender Street West, Vancouver, B C V6B, 6N9

PHONE: 604-646-1081, FAX: 604-646-1089

event@internationalvillagemall.ca, www.internationalvillagemall.ca

| | | | |
|------------------|--|--------------|--|
| Company Name: | | | |
| Product/Service: | | | |
| Contact Name: | | | |
| Address: | | | |
| City, Province: | | Postal Code: | |
| Contact Phone: | | Contact Fax: | |
| Contact Email: | | | |

Business License No. _____ HST License No. _____

| Preferred Booth # | 100 Series \$888 | 200 Series \$288 | Subtotal |
|---|--------------------------------|------------------|----------|
| Early Bird Discount: 100 Series \$788 200 Series \$238 Payment on/before 27Dec13 | _____ x \$ _____ = \$ _____ | | |
| | Electrical Outlet | + _____ x \$50 | |
| | Extra Chair | + _____ x \$8 | |
| | | GST @ 5% | |
| | TOTAL AMOUNT DUE | | |

Method of Payment: _____ **Cheque payable to Save and Sound Consultant Ltd** _____ **Cash**

- Each booth (100 Series includes one (1) 10'x 8' booth area, with one (1) 8' x 2' dressed table + two (2) 6' x 2' dressed tables; 200 Series one (1) 10' x 6' booth area, with one (1) 8' x 2' dressed table), two(2) chairs and one (1) parking pass. Please notify Event Organizer at time of application if parking is required. Maximum one (1) complimentary parking stall per booth.
- Successful applicants must submit application form with full payment for consideration. Location on floor plan will be determined when formal agreement is executed. Booths are allocated on a first-come, first-served basis and spaces are limited. Booths will be allocated at the sole discretion of the Event Organizer. The floor plan included in this package is for reference only and subject to change at any time without notice.
- International Village reserves the right to amend the event dates and program details without prior notice or consent.

I have read and agreed to abide by the Terms and Conditions on this application form. All disputes and changes are subject to the sole discretion of the Organizer. Any cancellation due to any unforeseen reasons by the Organizer, Exhibitor will be entitled to a full refund limited to any extend to further compensation or entity that is equivalent. No refunds shall be made for any cancellations made within 14 days of the event. Cancellations made up to 21 days but no less than 14 days before the event shall receive 50% credit towards the 2015 Chinese New Year Celebration at International Village. The Organizer reserves the right to accept or reject applications and to allocate booth space. The Organizer reserves the right to restrict, reject, prohibit, or eject any exhibit, in whole or in part, which because of noise, safety hazards, or for other prudent reasons becomes objectionable. If an exhibit or exhibitor is ejected for violation of these rules and regulations, no refund of space rental fee shall be made.



Print Name

Authorized Signature

Date

| FOR INTERNAL USE | | | |
|------------------|-------|---------------|-------------|
| Booth: | Paid: | Payment Type: | Date Rec'd: |