



Friends of Hunterdon County Library (FOHCL) 2018 Book Sale Volunteer Form

Please be sure to renew your 2018-2019 FOHCL membership in order to volunteer. Job descriptions for each volunteer opportunity are included as a separate enclosure. Please read the job descriptions and this entire form (front and back of this sheet) before completing. Mark with an "X" items that are your volunteer interest.

Note: Book dealers and book resellers are not permitted to volunteer.

For each person volunteering, submit one completed form (front and back of this sheet).

South County Park –SCP

HCL Headquarters-HQ

North County Branch -NCB

South County Branch - SCB

Set- Up SCP	Wed, April 11 ___ 9 a.m. – 4 p.m.	Thurs, April 12 ___ 9 a.m. – 4 p.m.	Fri, April 13 Book Drive SetUp ___ 9 a.m. – 4 p.m.		
Book Drive SCP	Sat, April 14 ___ 8 a.m.- 3 p.m.	Sat, April 21 ___ 8 a.m.- 3 p.m.			
Sorting NCB	Mon, April 16 ___ 10 a.m. – 2 p.m.	Tues, April 17 ___ 10 a.m. – 2 p.m.	Wed, April 18 ___ 10 a.m. – 2 p.m.	Thurs, April 19 ___ 10 a.m. – 2 p.m.	Fri, April 20 ___ 10 a.m. – 2 p.m.
Library Pick-Up	Mon, April 16 ___ HQ – Route 12 ___ NCB – Clinton ___ SCB -Lambertville	Tues, April 17 ___ HQ – Route 12 ___ NCB – Clinton ___ SCB - Lambertville	Wed, April 18 ___ HQ – Route 12 ___ NCB – Clinton ___ SCB - Lambertville	Thurs, April 19 ___ HQ – Route 12 ___ NCB – Clinton ___ SCB - Lambertville	Fri, April 20 ___ HQ – Route 12 ___ NCB – Clinton ___ SCB - Lambertville
Sorting SCP & Sales Set-up	Mon, April 16 ___ 9 a.m. – 1 p.m. ___ 1 p.m. – 5 p.m. ___ 5 p.m. - 7:30 p.m.	Tues, April 17 ___ 9 a.m. – 1 p.m. ___ 1 p.m. – 5 p.m. ___ 5 p.m. – 7:30 p.m.	Wed, April 18 ___ 9 a.m. – 1 p.m. ___ 1 p.m. – 5 p.m. ___ 5 p.m. – 7:30 p.m.	Thurs, April 19 ___ 9 a.m. – 1 p.m. ___ 1 p.m. – 5 p.m. ___ 5 p.m. – 7:30 p.m.	Fri, April 20 ___ 9 a.m. – 1 p.m. ___ 1 p.m. – 4 p.m. Book Drive Set-up also during Sorting time
Sorting SCP & Sales Set-up	Mon, April 23 ___ 9 a.m. – 1 p.m. ___ 1 p.m. – 5 p.m. ___ 5 p.m. – 7:30 p.m.	Tues, April 24 ___ 9 a.m. – 1 p.m. ___ 1 p.m. – 5 p.m. ___ 5 p.m. – 7:30 p.m.	Wed, April 25 ___ 9 a.m. – 1 p.m. ___ 1 p.m. – 5 p.m. ___ 5 p.m. – 7:30 p.m.	Thurs, April 26* ___ 9 a.m. – 1 p.m. ___ 1 p.m. – 5 p.m.	*Note: Thursday April 26 Last day for volunteer sorting & purchases. All volunteer purchases must be paid by April 26.
Preview Sale **	Fri, April 27 ___ 8 a.m. – 1 p.m.	Fri, April 27 ___ 12 p.m.– 5:30 p.m.		**Note: Volunteers working assigned shifts on Preview Sale Day (Fri, 4/27), Book Sale Days (Sat, 4/28 & Sun, 4/29) & Bag Sale Day (Mon, 4/30) may not shop or purchase during their work shifts	

Book Sale Days** Saturday & Sunday	Sat, April 28 ___ 7:15 a.m. - 12:30 p.m. ___ 12 p.m. - 5:15 p.m.	Rank Order Job for Saturday ___ Cashier ___ Book Counter ___ Table Restocking ___ Porter ___ Traffic	Sun, April 29 ___ 9:30 a.m. - 1 p.m. ___ 12:30 p.m. - 3:30 p.m.	Rank Order Job for Sunday ___ Cashier ___ Book Counter ___ Table Restocking ___ Porter ___ Traffic	<i>Rank Order Job Choice from 1 to 5 with 1 being most interested, 5 being least interested. All efforts will be made to make job assignments based on rankings. Please note that temporary job reassignments may occur based upon book sale needs on that day.</i>
	Clean- Up Days SCP Mon – Wed	Mon, April 30 ___ 2:30 p.m. – 4:30 p.m.	Tues, May 1 ___ 9 a.m. – 5 p.m.	Wed, May 2 ___ 9 a.m. – 4 p.m.	

Name _____ Phone _____

Email _____

Address _____ City _____ State _____ Zip Code _____

___ Are you a student? If checked, indicate your grade _____ (FOHCL membership is free for Student Volunteers through High School.)

Mail this completed form to Jackie Cady, 75 Jefferson Court, Flemington, NJ 08822 as soon as possible.

Questions: call Jackie 908-284-9898 or email fohclfriends@gmail.com. Before mailing, check that both sides of this form are completed, that your email address is provided, and that you have kept a copy of your completed form.