

# CASINO VOLUNTEER BOOKING FORM

**Casino Coordinator: Use this form to recruit your volunteers, build a volunteer data base, assign your volunteers to a casino shift and confirm your volunteers. Fill in your name and contact information before sending this form to your volunteers.**

**VOLUNTEERS: FILL OUT THIS FORM AND SEND IT TO YOUR CASINO COORDINATOR BELOW.**

<b>Your Volunteer Coordinator</b>	Franklin Loehde
<b>Volunteer Coordinator Contact Information</b>	Home Telephone 477-8881 Cell 994-4411 Email fcloehde@telusplanet.net

<b>ORGANIZATION:</b>	<i>Royal Astronomical Society of Canada, Edmonton Centre</i>
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<b>CASINO DATES:</b>	<i>Monday, August 3 &amp; Tuesday, August 4, 2009- Baccarat Casino Downtown</i>
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<b>VOLUNTEER NAME:</b>			
<b>VOLUNTEER ADDRESS:</b>		<b>POSTAL CODE:</b>	
<b>VOLUNTEER CONTACT INFORMATION &amp; NUMBERS:</b>		<b>DAY:</b>	<b>EVENING:</b>
<b>E-MAIL:</b>		<b>FAX:</b>	<b>CELL:</b>

*Please indicate the preference for position and date of time to work in the casino:*

<b>SHIFT PREFERENCE:</b>			<b>POSITION PREFERENCE</b>		
<i>Please indicate when you are available to work</i>			<i>Indicate your preference or past experience</i>		
DATE	Monday, Aug 3	Tuesday, Aug 4	Preference	Past Experience	
DAY OF THE WEEK	first day	second day			
<b>10:30 am to 7:00 pm</b> <small>General Managers &amp; Bankers only</small>					<b>General Manager</b> (admin, helping banker, cashiers) (same as Alternate General Manager)
<b>6:15 pm to 2:30 am</b> <small>General Managers &amp; Bankers only (later on Day 2)</small>					<b>Banker</b> (helping cashiers, chip filling, computer, Gen Mgr provides breaks)
<b>11:15 am to 7:15 pm</b> <small>Cashiers and Chip Runners</small>					<b>Cashier</b> (Cashes out the players' chips, makes change, does not sell chips. Always supervised and monitored.)
<b>6:30 pm to 2:15 am</b> <small>Cashiers and Chip Runners</small>					<b>Chip Runner</b> (carry chips to games)
<b>9:30 pm to 2:30 am</b> <small>Count Room Supervisor</small>					<b>Count Room Supervisor</b> (admin, computer)
<b>9:30 pm to 2:30 am</b> <small>Count Room workers</small>					<b>Count Room Workers</b> (sort money, run money counters, computer)

<b>VOLUNTEER ORGANIZATION SECTION</b>		
Use the section below for notes and a record of your confirmation of the volunteer's shift		
<b>NOTES</b>		
Volunteer Needs A Ride: Yes / No	DATE VOLUNTEER NOTIFIED OF SHIFT(S)	FINAL CONFIRMATION & Photo ID Reminder

Courtesy of your Casino Advisor: Donald Patterson  
Phone 469-4155, FAX 465-0402, e-Mail: donald.patterson@telusplanet.net

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