



Dear Volunteer,

Please find enclosed a volunteer application form for Lounge on the farm 2010. If you enjoyed yourself last year, we hope you will be able to join us again, as your past experience will be invaluable. If this is your first time then welcome to what is going to be a fantastic weekend and brilliant festival. It would be most appreciated if you could return your completed application form as soon as possible. To secure your place as a volunteer, we are asking for you to send a cheque or postal order made payable to **LOUNGE ON THE FARM MUSIC FESTIVAL** for £95 with their application. Cheques will be cashed when your application is confirmed and the £95 will be refunded on completion of your duties at the end of your last shift at the festival.

We will acknowledge the receipt of your application as soon as possible after receiving it. If you have any questions regarding the application form, please [email farmstewards@gmail.com](mailto:farmstewards@gmail.com)

Roles and responsibilities of a steward

Stewarding will be required in all venues, on exits/entrances, at information points, traffic control areas/car parks, the box office and some elements of production and outside areas where crowds may need to be managed.

All stewards will be asked to work a maximum of 12 hours over the weekend. This will comprise of 2x 6 hour shifts over the duration of the festival. Shifts will be from 7am-1pm, 1pm-7pm or 7pm -1am. If the need arises some stewarding shifts may be appointed on Thursday evening or Monday morning. You will be required to arrive on site Thursday eve at 6pm for familiarisation of duties and site awareness. A separate camping area will be provided within crew camping for stewards and a meal ticket provided for each working shift.

There are a limited number of pre and post festival crew jobs such as meet and greet other stewards when they arrive, help with the campsite for pre festival arrivals, man information point for early arrivals of traders etc and site clear down. These hours would be 11am – 6pm or 6pm - 11pm Thursday or 11am - 11pm Monday and would reduce the number of hours you are required to work during the festival.

Each steward working whilst the event is open will be assigned to a badged SIA steward who will be responsible for each shift. In the event of an emergency, stewards will be

asked to act in a calm and professional manner and should be guided by their team leader or official personnel (Fire, Police, etc) to ensure the safety of customers, staff, workers and artistes alike.

We regret that that you will not be able to choose when and where you work this will be decided by the Head steward on the Thurs eve. All stewards must be on site and available to volunteer from 6.00pm Thurs 8 July to Sun 11 July without exception.

Roles and responsibilities of a Litter Picker

You make the festival look beautiful!!

Your role involves the general tidy up of the campsite and the arena. You will hand out bags to campers and encourage them to use the bags rather than the floor!

You will be provided with appropriate equipment in order for you to carry out your role successfully.

You will work alongside the recycling company and shifts will be decided nearer to the festival. You will work a maximum of 12hrs over the weekend in return for a weekend ticket. You will report to the recycling company before and after you shifts.

You will be required to arrive on site Thursday eve at 6pm for familiarisation of duties and site awareness. A separate camping area will be provided within crew camping for volunteers and a meal ticket provided for each working shift. You will also have access to showers after your shifts.

All litter pickers must be on site and available to volunteer from 6.00pm Thurs 8 July to Sun 11 July without exception.



Please affix 1
passport-style
photo here

Lounge on the farm stewards/litter pickers application form 2009

Please print on this application and send it with two passport photos to

Lounge on the Farm Stewards/Litter Pickers (delete as appropriate)
11 Dover Street
Canterbury
Kent
CT1 3HD

Personal Details							
First Name		Last Name					
Address							
Postcode		Email					
Phone		Mobile					
Date of Birth		Occupation					
Do you have a criminal record?		If yes, please give details.					
Do you have any physical limitations?							
Experience							
Have you volunteered at other festivals?		If yes what areas have you worked in?					
What skills/qualifications do you have?							
Are you SIA registered?		Communication		Stage Management		Venue management	

Artist Liaison		Current First Aid		Technical		Welfare	
Box Office		Leadership		Telephone/Reception		Security	
Campsite set up		Working with Children		Traffic Control		Any other skills not listed	

Thank you for your support

Please e-mail farmstewards@gmail.com to register your interest before completing this form

Steward/litter picker Application Form 2010 Continued

Please read the following **Terms and Conditions** carefully as they are an integral part to the application.

- You must be aged 18 years or older on or before 9th July 2010.
- You must be prepared to work 12 hours over the weekend of the festival in exchange for your ticket & meal vouchers. (Full weekend pass with camping, & meal voucher for each shift)
- You are required to be vigilant and health & safety conscious at all times whilst on duty
- You must co-operate fully with team leaders and festival organisers at all times whilst on duty.
- You must not be under the influence of alcohol, drugs or any other intoxicating substance whilst on duty.
- You must not engage in any activity illegal or otherwise that will bring the festival into disrepute whilst off duty.
- You must send a cheque or postal order for £95 in order to secure your volunteering position (Refundable after you have finished your duties) with a passport photograph in order for your application to be considered. If your application is unsuccessful we will return your cheque.
- Please look after your meal tickets safely. If you lose them it is your responsibility.

Declaration:

To the best of my knowledge the information I have given in this application is correct.

I have read and understood the terms and conditions of stewarding at Lounge on the farm festival and agree to abide them.

I have enclosed a cheque / postal order for £95 as a deposit to secure my stewarding/litter picking place and I understand that this will be cashed upon my acceptance.

Signed		Print name	
Date			

Please post/email completed form to:

Lounge on the farm Stewards/Litter Pickers

11 Dover Street

Canterbury

Kent

CT1 3HD

Email: farmstewards@gmail.com

Please do not post any application with a cheque to arrive after 1 st July 2010 as we may not be able to guarantee you a stewarding place.

Please use the space below to tell us any other relevant information you would like us to know:

