

# 2019 Tri-State Wing-Off

## Volunteer Beneficiary Application Instructions

Greetings,

**The Western Maryland Jaycee's are seeking applications for 2019 Tri-State Wing-Off beneficiaries.**

We greatly appreciate the tremendous interest in our event and our volunteer beneficiary program. Our goal is to put on a wonderful event for our community, raising tons of money for local non-profits at the same time.

**Who is Eligible to Apply?** Applicants **MUST be Allegany or Mineral County based non-profit organizations OR public entities with 501(C) 3 or 501 (C) 6 Status.** This is a MUST!

### IMPORTANT DATES:

- Application Submission Deadline: **Friday, May 17, 2019 at 5:00 PM.** *Applicants will be notified by e-mail when proposals have been received.*
- Applicant Notification: **Friday, May 24 2019 by 5:00 p.m.** *Award recipients will be notified by phone and/or email.*
- Event planning meeting: **Monday, June 10 2019 at 6:00 PM.** *One representative from each group must be in attendance.*
- **2019 EVENT DATE – The 9<sup>th</sup> Annual Tri-State Wing-Off will be held on Saturday, June 15, 2019.**

It takes an army of people to pull off the Wing-Off. In 2014 the Western Maryland Jaycee's began employing the help of local non-profit groups to help cover those needs in exchange for a hefty donation. Over the years, we have donated over \$30,000 to local non-profit organizations for their assistance with the event.

### Accountability Requirements

- Groups are responsible for providing the agreed upon manpower for the event. This includes the number of volunteers present for the agreed upon amount of time.
- All volunteers must be 21 years of age or older
- Groups must provide volunteer information at time of application
- Group representative is responsible for attending a short planning meeting on Monday, June 10 2019 for final instructions for their group unless organized otherwise with Wing-Off Volunteer Organizer (Brandy Lynch).  
**Representative also responsible for communicating all instructions to their volunteers**
- Failure to meet accountability requirements will result in the loss of your Jaycee's donation and jeopardize future funding opportunities

**Applications must be received by May 17, 2019 at 5:00 PM:** Please submit your application to **Brandy Lynch** via email; [tristatewingoff@gmail.com](mailto:tristatewingoff@gmail.com)



# 2019 Tri-State Wing-Off Volunteer Beneficiary Application

Incomplete applications will not be considered.

Non-Profit Group Name

Contact Person

Mailing Address

Contact Mailing Address

City/ State/ Zip

Contact City/ State/ Zip

Applicant Phone

Contact Phone Day / Evening

Applicant E-mail Address and Web Site (if applicable)

Contact E-mail Address

Briefly describe your organization:

**Please circle which volunteer slots your organization is capable of covering, and how many volunteers you plan to supply to cover the shift:** Circle all that apply. Requests will be considered on a first come, first served basis.

Beer Station 1: \$1008 value, 12 volunteers (12PM-12AM two shifts)

12PM-6PM: 6 volunteers

6PM-12AM: 6 volunteers

Beer Station 2: \$280 value, 4 volunteers (12PM-10PM two shifts)

12PM-5PM: 2 volunteers

5PM-10PM: 2 volunteers

Beer Station 3: \$280 value, 4 volunteers (12PM-10PM two shifts)

12PM-5PM: 2 volunteers

5PM-10PM: 2 volunteers

Beer Station 4: \$280 value, 4 volunteers (12PM-10PM two shifts)

12PM-5PM: 2 volunteers

5PM-10PM: 2 volunteers

Merchandise Tent: \$308 value, 2 volunteers (12PM-12AM two shifts)

12PM-6PM: 1 volunteer

6PM-12AM: 1 volunteer

Soda Sales: \$168 value, 2 volunteers (12PM-12AM two shifts)

12PM-6PM: 1 volunteer

6PM-12AM: 1 volunteer

Facilities: \$336 value, 4 volunteers (11AM-12AM two shifts)

11AM-6PM: 2 volunteers

6PM-12AM: 2 volunteers

Front Gate/Box: \$672 value, 8 volunteers (11AM-11PM two shifts)

11AM-5PM: 4 volunteers

5PM-11PM: 4 volunteers

Security/Stage Help: \$1,800 value, 20 volunteers (12AM-12PM two shifts)  
12PM-6PM: 10 volunteers  
6PM-12AM: 10 volunteers

Stage Hands: \$900 value, 10 volunteers (12PM-12AM two shifts) *Individuals must be able to lift up to 100 lbs.*  
12PM-6PM: 5 volunteers  
6PM-12AM: 5 volunteers

Community Zone: \$336 value, 4 volunteers (12PM-6PM two shifts)  
12PM-3PM: 3 volunteers  
3PM-6PM: 3 volunteers (may be asked to stay until 8PM- payment would be adjusted)

Parking: \$616 value, 8 volunteers (11AM-10PM two shifts)  
11AM-5PM: 4 volunteers  
5PM-10PM: 4 volunteers

Set Up/Clean Up: \$840 value, 15 volunteers minimum (Sat. & Sun. 7AM-9AM)

**REQUIRED:** On a separate sheet of paper, please provide names and t-shirt sizes for your committed volunteers. New shirts will be issued this year.

Authorized Signature: The signature below is that of the person authorized to testify to the accuracy of this application and the person who agrees that the required acknowledgment will be given to the Western Maryland Jaycee's, if this application is approved.

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Signature	Title	Date
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Contact for application questions: Please email **Brandy Lynch** at [tristatewingoff@gmail.com](mailto:tristatewingoff@gmail.com)