

2024 NEWBURGH VOLUNTEER FAIR APPLICATION

Event Date: Saturday, May 11, 2024

Submission Deadline: May 3, 2024

Please complete all the information.

Organization: _____

Contact Name: _____ Contact Title: _____

Phone Number: (____) _____ Email: _____

Address: _____

Organization's Purpose/Mission _____

Location of Service _____

Will you allow your contact information to be available to the public as part of a list of organizations that participated in the 2024 Volunteer Fair? (Y) (N)

How many organization members do you expect to attend/work this event? _____

Do you have access to mailing lists to promote this event to potential volunteers? (Y) (N)

Can you include information about the event on your website or Facebook page? (Y) (N)

We ask that if you commit to this event, that you are **set up by 10:45am, and staff the table until 2pm.** Drop off and pick up may be done in the circular driveway off Liberty Street. Parking is available in our lots on Lafayette Street. You will be provided with an 8' table and two chairs. Please remember that not all tables will be in the shade, and no electricity will be provided to tables. Set up begins at 10am, and breakdown must be completed by 2:30pm.

Once your application has been processed, you will receive a confirmation of your participation, including a Frequently Asked Questions handout. Please contact Jennifer Owens or Elyse Goldberg at 845-562-1195 if you have additional needs/requests.

Please return completed form to:

MAIL: Washington's Headquarters State Historic Site
PO Box 1783
Newburgh, New York 12550

EMAIL: WHQSHS@parks.ny.gov