

2020 Volunteer Expo Vendor Profile Sheet

Thank you for registering to attend the 2nd annual Washington County Volunteer Expo! We are excited for this event to take place again and your participation is invaluable. Please fill out the details and submit to us no later than 03/17/2020 so that your information can be included in the directory.

Important Details & Dates to remember

- The Volunteer Expo will be held on Friday April 17th, 2020 at Robinwood Medical Center and will be located in the Atrium.
- The most efficient entrances to utilize will be Blue and Silver.
- The Volunteer Expo is from 3PM – 6PM.
- Vendors may begin set-up at 2PM and MUST be finished by 2:45PM.
- Each vendor will have a 6'(length) x 2' (width) table provided to them with 1 chair in which to present their organizations information. There will be no electricity available. Space is limited for displays, so please plan accordingly.
- The Volunteer Expo will be over at 6:00 PM. All materials and supplies must be removed, and booths cleaned by 6:30pm.
- Organizations will **not** be permitted to sell any type of goods during the expo.
- There will be more information about the event coming as we get closer to the date including information about security badges for the member of your organization, a schedule of events taking place during the event, and an inclusive list of in kind donations that will be accepted during the expo as a part of our instant volunteering options.
- If your organization becomes unable to attend the event, please inform us as soon as possible or at minimum by April 3rd, 2020 so that we may open up exhibit space to organizations who are on the waitlist.
- All vendors must submit the Volunteer Release and Waiver of Liability form provided and have the form submitted 30 days prior to the Expo. **WAIVERS ARE DUE ON OR BEFORE 03/17/20** or you will not be permitted to attend, and your booth space will be given to the next organization in line.
- **VENDOR PROFILES ARE DUE ON OR BEFORE 03/17/20** or your agency will not be included in the directory.
- Organizations who show up late (fail to have their tables ready by 2:45pm) or fail to show will not be permitted to attend in the future.
- **STAY UP TO DATE:** Registration, required forms and important updates will be available on the website: www.unitedwaywashcounty.org/2020-washington-county-volunteer-expo and in the facebook event: <https://www.facebook.com/events/513659275939524/>

The following information will be used to help us best identify your organization's needs. The information will be published and available in our Volunteer Directory.

Please fill out the information completely and return by March 17th, 2019.

By submitting this form, you understand that any infringement may result in disqualification for tabling at future events. We appreciate your support and look forward to working with you. Please contact us if there are any questions.

Adillow@unitedwaywashcounty.org | 301.739.8200 x 104 |
unitedwaywashcounty.org/2020-washington-county-volunteer-expo

NAME OF ORGANIZATION: _____
AGENCY CONTACT: _____
ADDRESS: _____
PHONE NUMBER: (_____) _____ - _____
EMAIL: _____
WEBSITE: _____
SOCIAL MEDIA ACCOUNTS: _____
AGENCY REPRESENTATIVE TO CONTACT FOR SERVICES: _____
AGENCY REPRESENTATIVE TO CONTACT FOR VOLUNTEER OPPORTUNITIES: _____
DESCRIPTION OF ORGANIZATION (75 words or less):

SERVICES OFFERED BY ORGANIZATION TO THE COMMUNITY (75 words or less):

POPULATIONS SERVED BY ORGANIZATION (select all that apply):

- | | |
|--|---|
| <input type="checkbox"/> Children (birth – 5 years) | <input type="checkbox"/> Mental Health |
| <input type="checkbox"/> Youth (5 years – 12 years) | <input type="checkbox"/> Addiction/ Recovery / Rehabilitation |
| <input type="checkbox"/> Adolescent (12 years – 18 years) | <input type="checkbox"/> Historical |
| <input type="checkbox"/> Transitional Youth (15-21 years) | <input type="checkbox"/> Community |
| <input type="checkbox"/> Adult (21 years+) | <input type="checkbox"/> Emergency Services |
| <input type="checkbox"/> Families | <input type="checkbox"/> Hotline |
| <input type="checkbox"/> Homeless | <input type="checkbox"/> Disabilities |
| <input type="checkbox"/> Senior Citizens | <input type="checkbox"/> Hearing or Visually Impaired |
| <input type="checkbox"/> Animal | <input type="checkbox"/> Military |
| <input type="checkbox"/> LGBTQ | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Environmental | |

VOLUNTEER OPPORTUNITIES AVAILABLE (select all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Short Term | <input type="checkbox"/> Board of Director & Committee Opportunities |
| <input type="checkbox"/> Temporary | |
| <input type="checkbox"/> Long Term | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Internship Opportunities | |
| <input type="checkbox"/> Offering SSL (Student Service Learning) Hours | |

REPRESENTATIVE SIGNATURE: _____ DATE: ____/____/2020