

# Volunteers info

Ticket info:

- # of tickets available: flag staff at 100 tickets sold
- Price: \$10 at the door only (same for performers and board members)
- Cash and credit/debit card (Square)
- No receipts available

Process at the door:

- NorthWords board members are allowed 10 minutes early to reserve their table (6:50pm).
- After payment is processed, give each attendee a door prize ticket
- Stamp their hand
- Point out performers sign-up list and coat check
- Membership forms are available if people want to become members (\$10 for one year)
- Cash ATM available downstairs in the Black Knight

Complimentary tickets (guests/+1s must purchase a ticket):

- Abhinav Mendhe (volunteer)
- Taya Burke (volunteer)
- Robyn Scott (MC)
- Rene O'Reilly (Sound)
- Tawahum (Guest author)
- Elaine Gillepsie

Please fill out before end of volunteer shift:

Statistics	Enter numbers
# Attendees (who paid)	
# Attendees (comps)	
<b>Total # of attendees</b>	

# Tickets sold in cash	
# Tickets sold with Square	

<b>Total # of tickets sold</b>	
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# Memberships paid in cash	
# Memberships paid with square	
<b>Total # of new membership</b>	

\$ amount in the cashbox before event	\$
\$ amount in the cashbox after event	\$
<b>Difference between both</b>	\$

# Number of performers	
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