



NEW USHER SIGN UP PROCEDURE, CASUALLY EXPLAINED!

Step 1- Before the opening of each show, you will receive a link and access code to sign up for shifts on SignUp Genius.

Step 2- After entering the access code, the link will take you directly to the sign-up page where you can choose your preference of shifts.

PLEASE NOTE!

If you're signing up for 2 people, please click 2 slots and write in the comment section, the name of the individual you're additionally signing up!

SignUpGenius Group Organizing Made Easy

Hello, Tina Yu!

You have been invited by Tina Yu to sign up for "The Who & The What." Please click on the button below to view the online sign up sheet.

This sign up is protected by an access code. When prompted, enter the code "ARTSWEST" for access.

Sign Up

Date (mm/dd/yyyy PDT)	Available Slot	Calendar View
09/06/2017 (Wed. 6:30pm - 10:00pm)	Volunteer/Usher Preview Night	Sign Up ✓
	Volunteer/Usher Preview Night	Sign Up ✓
	Volunteer/Usher Preview Night	Sign Up □
	Volunteer/Usher Preview Night	Sign Up □
	Volunteer/Usher Preview Night	Sign Up □
09/07/2017 (Thu. 6:30pm - 10:00pm)	Volunteer/Usher	Sign Up □
	Volunteer/Usher	Sign Up □
	Volunteer/Usher	Sign Up □
	Volunteer/Usher	Sign Up □
	Volunteer/Usher	Sign Up □

Submit and Sign Up

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Sign Me Up

Available Slot	Date (mm/dd/yyyy - PDT)	My Comment	Quantity
Volunteer/Usher	Wed., 09/06/2017 6:30pm - 10:00pm	Tina Yu	1
Volunteer/Usher	Wed., 09/06/2017 6:30pm - 10:00pm	Winnie The Pooh	1

Sign up as: Tina Yu (tinay@artswest.org) - This isn't me

Display an alternate name on the sign up (like a child or spouse)

Phone Mobile

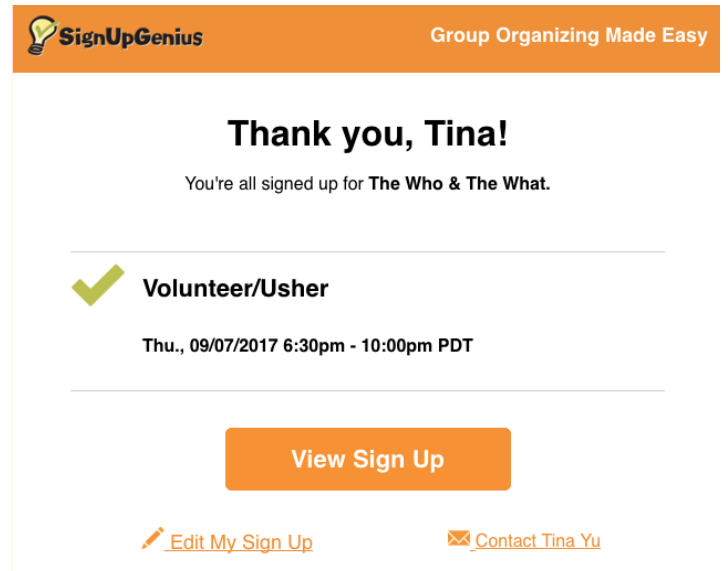
Save my contact info for use on future sign ups

Sign Up Now Cancel



ADDITIONAL NAME GOES HERE

Step 3- You will receive a confirmation email regarding your sign up.



Unable to make it?

To cancel, click **Edit My Sign Up** on your confirmation email and click the delete button next to your name.



When canceling, we ask that you give us at least 3 days in advance from your shift date.

Step 4

Show Up On Time,
Work Your Shift,
& Enjoy The Show!



THANK YOU VOLUNTEERS!