



*Family Motor Coach Association, Inc.*

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December 15, 2018

Dear Perry Early Security Volunteers:

Thank you for assisting your association at FMCA's 99th International Convention. Enclosed is your volunteer identification card. Please display on the inside of your motorhome windshield on the driver side, without obstructing the driver's view. **This identification card should be displayed along with the date of entry credential that you received with your confirmation materials.**

Early security volunteers should enter the grounds between **8:00 a.m. and 12:00 p.m. on Saturday, March 9**. Directions are included in your confirmation packet. If you wish to park next to your friends who are also volunteering, it is best to arrive together.

There will be a meeting of all Early Security volunteers on Saturday, March 9, at 3:00 p.m. in McGill Marketplace. Please complete the emergency locator card included in your confirmation packet, and bring it to the meeting and we will exchange it for your Welcome Bag, if you have not received one. At the meeting, you will receive your volunteer hat, pin, ribbon. Your Volunteer Captain will provide a volunteer work schedule showing the dates of your security assignments and the hours of your shifts. Guidelines to assist you in performing your duties are on the opposite side of this letter.

There will be a volunteer appreciation at evening entertainment on Friday, March 15. Please wear your hat or visor to evening entertainment.

Thank you for your participation. We are looking forward to working with you in Perry.

Sincerely,

Barbara Feiler  
Events Manager

Enc: Guidelines, Volunteer Credential

cc: Convention File; Doug Uhlenbrock, Director of Events; Elaine Mills, Volunteer Coordinator

## **GUIDELINES FOR EARLY SECURITY VOLUNTEERS**

### **FMCA'S 99th International Convention Perry, Georgia**

Thank you very much for donating your time and energy to assist with the Early Security at the Perry International Convention.

During the Perry International Convention, Early Security volunteers will assist FMCA's chief of security and security crew members working as gate guards in the outdoor exhibit area and parking lots during set-up days, Sunday, Monday and Tuesday, March 10-12, from 8:00 a.m. to 6:00 p.m., so only appropriate personnel may enter.

The duties of the Early Security Volunteers are to restrict entry to designated areas or redirect people to appropriate locations during set-up days. Early Security Volunteers should be assertive, but pleasant to exhibitors, convention attendees and to the public. Security Volunteers must be familiar with convention grounds and particularly various security stations.

#### **VOLUNTEER RESPONSIBILITIES:**

- ❖ Make sure only appropriate personnel enter the outdoor exhibit area and indoor exhibits during set-up.
- ❖ Direct exhibitors to Exhibitor Registration Office if name badges are missing.
- ❖ All volunteers are asked to help provide a safe environment for convention attendees by immediately reporting any unsafe conditions to the FMCA Safety Team, FMCA Security, Executive Board members, or national office staff.

**Early Security Captain:** William Gunther  
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615-394-5911

**THANKS . . . AND HAVE FUN!**