

# Hello Elves and Costume Characters over 13!

Thank you so very much for volunteering for Christmas Storybook Land! We are so looking forward to working with all of you at this year's event.

## Important notice:

1. Volunteers 13 to 17 are required to register before participating at Christmas Storybook Land. See <https://christmasstorybookland.org/volunteer-login/>, to register.
2. Volunteers age 13 to 17 must have the Parent/Guardian Release for Volunteers under 18 Form submitted.
3. Adult elves & costume characters – 18 or over – must be registered online and successfully pass a Background Check as directed by our liability insurance carrier. Complete and submit the [Background Check Application Form](#). Allow up to 3 weeks for processing.

## DUTIES:

Arrival times, costumes, duties: Please come to Storybook Land 15 minutes before your shift starts, enter the back door marked Christmas Storybook Land Volunteers. Check in with the computer supervisor and get an identification lanyard and flashlight.

Then proceed to the dressing room. Select your desired costume from the racks. Our Costume Coordinator – Faye – will be on hand to assist as needed.

Go into venue and relieve any elves or costume characters working the prior shift. Your job is to circulate in the building mingling with the crowd and entertaining the visitors – particularly the children. Periodically check with Mrs. Claus and help keep Santa stocked up with candy canes.

At end of your shift, return to dressing room, hang up your costumes and return them to the rack or neatly stack them in the plastic bins provided.



**Candy canes:** SANTA ONLY is allowed to hand out candy canes. Elves do not hand out candy canes. Do not hand out candy canes to people waiting in the line to see Santa. We pre-order candy canes before the event and will not be able to get more if we run out.

**Cell phones:** Please do not use your cell phone where any visitor can see you...even if there is a small break in the action. Remember you are portraying a beloved Christmas character and it ruins the image. If there is an emergency and you must take a call/text, please go behind the Santa House or into the break area by the back door.

**Transportation:** Everyone must provide their own transportation. Due to liability, we cannot provide you a ride to or home from the event. Please do not put Christmas Storybook Land in this unacceptable position.

**Unable to make your shift:** We completely understand that emergencies and illnesses happen. If for whatever reason you are unable to make your shift, please call Faye, 541-926-4072.

## **HAVE FUN!!!**

Have a blast visiting with everyone who comes to Storybook Land! Look into the sparkling eyes of the kids and it makes all of the hard work and hot costumes totally worth it!!!

## **CONTACT INFO:**

Please do not hesitate to call me with your questions or concerns. I would also love to hear any comments/suggestions you might have!

Thanks again! ☺

Faye Creecy, 541-926-4072.

