
CALL FOR VOLUNTEERS

CTMS has set up a series of committees to help with Festival planning during the year. You can now earn free admission to the Festival or other benefits by working during the year!

We need volunteers in the following skill areas:

- Clerical staff, especially with computer skills
- Advertising and publicity
- Graphic arts
- Direct sales
- Web site, especially content providers
- Event setup and cleanup at the Folk Music Center.

Most Clerical staff volunteers will work in the Folk Music Center during normal business hours, the other volunteers will work with the new committees. Committee membership will require attendance at meetings in the evening or on the weekends and work at home. Event help normally takes place in the evening or on weekends at either the Folk Music Center or the nearby Encino Community Center.

If you can help, please fill out and return the application below to CTMS, 4401 Trancas Place, Tarzana CA 91356-5399, or contact the Society Volunteer Committee at volunteer@ctmsfolkmusic.org.

CTMS Society Volunteer Application

Name: _____

Address: _____
(street)

(city) (State) (Zip)

Phone(s): _____
(home) (work) (cell or pager)

e-mail: _____ Contact preference: _____
(home, work, cell/pager, email)

Please check the committees you are interested in working on:

- Clerical Staff (typists, other office computer skills)
- Fund Raising (writers, researchers)
- Donor Relations (writers for the newsletter)
- Advertising & Publicity (graphic artists, page layout, marketing experience, writers)
- Sales (direct group sales, selling advertising space)
- Web Site (writers to create and update content for the site, maintaining the links page)
- Event Staff (setup and cleanup, taking tickets, etc)

Please list any special experience, skills or equipment you have: _____

**Mail this application to:
CTMS, 4401 Trancas Place, Tarzana CA 91356-5399.**