

# AUCTION WEEK PREFERENCE, April 28-May 6, 2017

The Auction is exciting, and it is aired live from the Milwaukee PBS Auction Studio, 12560 W. Townsend Street, Brookfield. Auction Week starts April 28 and runs through May 6. No experience is necessary to work Auction Week, we will train you.



## VOLUNTEER SIGN-UP INSTRUCTIONS:

Please check the shifts you WILL work on both grids--keep the top portion of this card as your reminder. If you're unsure of what each job entails, please see the Descriptions by Area under Volunteers at [www.GreatTV Auction.com](http://www.GreatTV Auction.com) or call (414)297-8009. Cards should be mailed by April 7, 2017.

<b>SPECIAL HOURS FOR OPENING NIGHT</b>	<b>Fri April 28</b>	<b>Keep for your records</b>						
2:00 - 7:00 PM								
6:00 - 11:00 PM								
	Sat 29-Apr	SUN. 30-Apr	MON 1-May	TUE 2-May	WED 3-May	THU 4-May	FRI 5-May	SAT 6-May
2:00 - 7:00 PM								
6:00 - 11:00 PM								

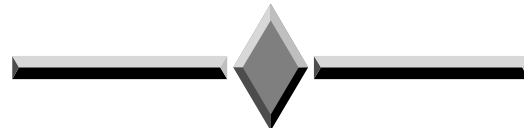
**Please check: I Prefer**

- Telephones Bank \*\*
- Pit Area - electronic boards
- Casting Director/TV Puller
- \* Commissary -Setup, Serving
- \* Customer Service Phones
- \* Outlet Shop
- \* Pick Up and Pay
- \* Table Staging
- \* Warehouse
- \* Other (Write in) \_\_\_\_\_

\* Shift times may differ from those printed above  
\*\* All Telephones are computerized.

**IMPORTANT: PHONES MUST BE STAFFED TILL SIGN-OFF.**

Phone bank training is provided at the following times: 2:30 p.m., and 6:30 p.m. All telephone bank volunteers should attend the training session included in their shift.



## ***AUCTION WEEK VOLUNTEER PREFERENCE CARD***

NAME \_\_\_\_\_

Please **PRINT** your first and last name (as you would like it to appear on a name tag)

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DAYTIME PHONE: ( ) \_\_\_\_\_ EVENING PHONE: ( ) \_\_\_\_\_

EMAIL \_\_\_\_\_

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- ◆ **PLEASE DO NOT ARRIVE EARLY FOR YOUR SHIFT.** The scheduled time on this card includes refreshments and training.
- ◆ **“NIGHT OWLS NEEDED!”** The night shift runs until sign-off. Starting this year that will be 11:00 PM We need “Night Owls” in Warehouse, Table Staging, Telephone Bank and in the Pit. Continuing this year will be the **Late Night Cafe.** Which is a huge hit with our late night volunteers.
- ◆ **Auction logo** wear is available in Pick-up and Pay. **Outlet Shop** hours during Auction Week are 11:00 a.m. - 8:00 p.m. with the exception of the first Friday when the hours are 6:00 p.m. - 8:00 p.m. and Sundays when the hours are 11:00 a.m. - 6:00 p.m. You may stop in the Outlet Shop **prior to** your shift to make purchases. Items purchased on the evening shift will be available for pick-up at the volunteer entrance after 9:00 p.m.

THE AUCTION SET IS NOT OPEN TO THE PUBLIC! Only registered auction volunteers, representatives of corporate sponsors, celebrity auctioneers and Milwaukee PBS staff are permitted on the auction set. The ‘NO GUESTS’ rule is enforced.

## ***AUCTION PARKING***

**PLEASE ASSIST US IN BEING A GOOD NEIGHBOR TO THE BUSINESSES AROUND US BY PARKING IN ONLY AUTHORIZED PARKING AREAS!**

- ◆ **Parking** information is available online at [www.greattvauktion.com](http://www.greattvauktion.com) under volunteers. It is once again located at the Mayfair Collection Mall on the north end. A shuttle (school bus) will transport volunteers to and from the volunteer entrance.
- ◆ **Volunteer Entrance** – please enter at the designated volunteer entrance on the west side of the building. All volunteers will be picked up at the parking lot, dropped off at this entrance and picked up again, to return to the parking lot from this entrance. **DO NOT PARK IN PICK-UP & PAY,** or the labeled **RESERVED PARKING** spots for **HOSTS and AUCTIONEERS and COMMISSARY.**

**MAIL BY: April 7, 2017**



<b>PLACE</b> First class STAMP HERE
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**Attn: Development Volunteer Services**  
**1036 N Eighth Street**  
**Milwaukee WI 53233**

**Milwaukee PBS - Great TV Auction**  
**Attn: Volunteer Services**  
**1036 N Eighth Street**  
**Milwaukee, WI 53233**