The Minnesota Renaissance Festival is contracting nonprofit groups to park the lots at the Festival. Groups are responsible for directing and filling parking lots.

**JOBS/RESPONSIBILITIES**

- You are responsible for directing cars in the parking lots.
- **Age Requirements:** Half of the volunteers must be 18 years or older and the other half can be 16 years or older
- **Group Staffing:** 3 – 5 Supervisors and 12 – 15 parkers (depending on the volume of the weekend) Staffing depends on volume of weekend (Quantity ranges from 15 – 20 per day)

**FESTIVAL INFO**

- **Directions & Parking:** Take Highway 41 North for about 1/2 mile. Go over the railroad tracks and take a left at the Renaissance Festival Billboard. Follow the road (Chestnut Blvd) for about 1 mile out to the Festival Grounds. Please park in the participant parking lot.
- **Check In:** Located in King’s Parking Lot in the Cars 4 Cash Check In Tent. General questions will be answered and Passes will be distributed.
- **Check-Out:** Turn in Vests and Radios.
- **Start Time:** 8:00am. Please allow 20 – 30 minutes for parking.
- **End Time:** 7:00pm – 8:00pm (depending on date contracted)

**OTHER INFO**

- **Payment:**
  - Amount is determined on individual contracts
  - Groups will be paid on or before November 12th, 2019
  - Groups that are contracted more than one day will receive one check for all dates worked
  - If the group is unable to supply the quantity of volunteers required by the contract, the Festival will supply them at the rate of $10 per hour

- **Check In:** Located in King’s Parking Lot in the Cars 4 Cash Check In Tent. General questions will be answered and Passes will be distributed.

- **Check-Out:** Turn in Vests and Radios.

- **Training:** Groups will be given a site tour. Responsibilities, Breaks and Safety will also be explained.

- **Food & Beverage:** 1 box lunch will be provided per volunteer. Meat and Vegetarian options are available. Water and Powerade will be provided in Cars 4 Cash break areas.

- **Dress Code:**
  - Tee Shirt with sleeves (no inappropriate slogans or logos)
  - Shorts, mid-thigh length (no shorter)
  - Festival Parking Vest (Festival provides)
  - Tennis Shoes or Work Boots

- **Supplies will be provided:**
  - Flags
  - Flashlights
  - Radios
  - Ponchos (on rainy days)

- **Items you may bring:**
  - Bug Spray
  - Sunscreen
  - Sunglasses
  - Rain Gear

To expedite the review of your Fundraising Application, please email or mail your completed form to Stephanie Whipps, HR & Vendor Relations Director

Email: fundraising@renaissancefest.com  Address: 12364 Chestnut Blvd, Shakopee, MN 55379
2019 Minnesota Rennaissance Festival
www.renaissancefest.com • 952.698.9552 • fundraising@renaissancefest.com
WEEKENDS • AUGUST 17 – SEPTEMBER 29 • PLUS LABOR DAY & FRIDAY SEPTEMBER 27 • 9AM – 7PM

Cars 4 Cash Application

**ORGANIZATION INFO**

ORGANIZATION NAME

ORGANIZATION ADDRESS

PHONE #

PHONE #

FAX #

WEBSITE

EMAIL

ORGANIZATION FEDERAL TAX ID# (Must be 9 digits long, does not contain letters)

ORGANIZATION FEDERAL TAX NAME (as shown on your Income Tax Return)

**PRIMARY CONTACT INFO**

CONTACT NAME

TITLE

CONTACT ADDRESS

CITY

STATE

ZIP

PHONE

EMAIL

**NETWORKING QUESTIONS**

How did you hear about the MRF fundraising opportunity? 

Primary reason for participating in the MRF Fundraiser?

Why would your organization be successful in the MRF Fundraiser?

**FUNDRAISING DATES AVAILABLE**

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POTENTIAL EARNING INFORMATION

How much does your organization wish to earn?

What will the earnings be used for?

PREVIOUS EXPERIENCE

Has your organization worked at the MRF before?

If so, what booths?

What did you like most about your previous MRF Fundraising experience?

Has your organization worked other fundraisers or events?

If yes, please list event(s)

What did you like most about previous fundraising event(s)?

Does your organization have any of the following experience? ☐ COOKING ☐ CASH HANDLING ☐ HAWKING

ORGANIZATION SPECIFICS

Please provide organization worked at the MRF before?

What is your organization mission?

What year was your organization established?

What is the greatest accomplishment of your organization?

What awards or honors has your organization received?

Please indicate how communication between organization and MRF should be directed:

☐ PLEASE CONTACT AND SEND DIRECT CORRESPONDENCE TO OUR ORGANIZATION

☐ PLEASE CONTACT AND SEND DIRECT CORRESPONDENCE TO OUR CONTACT PERSON

SIGNATURE ___________________ DATE ___________________

Please copy all forms for your records. For questions regarding this form, call 952.698.9552.