

**Hello Volunteers!**

**Thank you for signing-up to volunteer at Halloween in the Park on October 30 from 11:30am-1pm. Your help will be the key for a successful event and we look forward to seeing you there!**

**Here are a few additional event details for your reference:**

**Location: Westerburg Park | S. Roth St. Reed City, MI**

**Set-Up Map:**



**Additional Information:**

- Please plan to arrive at least 30 minutes prior to the event (11am) to allow time for parking.
- On arrival, please check-in with Alanna McBee by the photo booth. You will be given a number that corresponds with one of the numbered candy totes around the park's path. That will be your station during the event.
- Volunteers are asked to wear kid-friendly, Halloween costumes.
- IF YOU NEED A COSTUME: Please respond to this email ASAP if you have not already informed us that you need one. We will have multiple costumes available for pick-up at 10am the day of the event at Kiddie's Klubhouse. (Location/Time for costume pick-up may change--we will keep you posted)
- Events are exciting and sometimes unpredictable. Please be flexible during the event as you may be asked to move stations that you weren't originally assigned to. We appreciate your flexibility!
- Please be sure to check-out with Alanna McBee at the end of the event.

**Thank you for volunteering with the Reed City Area Chamber of Commerce to provide a fun and safe Halloween experience for the Reed City community!**

**Alanna McBee**  
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