

Be a South Carolina Native Plant Society Plant Sale Volunteer!

April 20-22, 2017

Mail to: Steve Thompson, Volunteer Coordinator, 1120 Bennett St., Greenville, SC 29611

Alternatively, you may save a stamp by filling out the form online -

<http://scnps.org/2017-plant-sale-volunteer/>

If you have questions, feel free to contact Steve Thompson at scnpsvolunteer@gmail.com or 864-608-9032.

Name: _____ Email: _____

Phone: Home _____ Work _____ Cell _____

VOLUNTEER PERK: Friday volunteers may purchase plants on Friday (cash or check only).

Volunteer activities will take place at these locations:

* Kitty and Miller Putnam's home at 180 Lakewood Dr., Mauldin, SC 29667

* Conestee Park, 840 Mauldin Road, Greenville (near baseball stadium; a 3 minute drive south of I-85 exit to Mauldin Rd)

* SCNPS storage unit: Public Storage, 2112 North Pleasantburg Dr, Greenville

Please sign up for any and all activities you're interested in;

we will assign people according to anticipated need.

Thursday, April 20, 9 am - 1 pm. *Putnam residence*

Label and prepare plants for sale day

Friday, April 21, 8 am - 12 pm. *Putnam residence and Conestee Park*

Load and transport plants from Putnam residence to Conestee Park

Bring a truck or trailer or other vehicle big enough to hold plants

Friday, April 21, 8 am - 10 am. *SCNPS storage unit and Conestee Park*

Bring a truck or trailer or other vehicle large enough to load tables

Transport tents, tables, signs, etc, from the storage unit to site

Friday, April 21. *Conestee Park*

Bring cookies or snacks for volunteers

Friday, April 21. *Conestee Park*

7:30 – 9:30 am Help with site layout (use chalk to mark and number plant spaces)

8 – 9 am Help retrieve traffic barriers (bring truck if possible)

8 am – 7 pm Bring a garden cart or wagon (you will need to retrieve your cart on Sat. after sale). *These are really needed as we cannot borrow any carts this year.*

8 am – 7 pm Bring a folding table (you will need to retrieve your table on Sat. after sale)

9 am - 12 noon Help unload trucks, tag and arrange plants

12 noon - 4 pm Help tag and arrange plants

3 - 6 pm Help set up Holding Area: mark numbered areas, set up rope and traffic barriers

4 - 7 pm Help water plants, complete inventory, check for price tags, and place traffic barriers around site

Saturday, April 22. Conestee Park. SALE DAY!

7:30 – 8:30 am Help set up tables and tents, finish moving traffic barriers

Saturday, April 22, 8:15 am - 1 pm. Conestee Park. SALE DAY!

- Greet customers, explain sale and checkout process, and direct them to plants or vendors
- Assist at checkout (pre-cash register): pull, sort, and count price tags/stakes; fill out invoices; add totals. Training provided
- Work at the payment table: receive payment from customers (cash, check, credit card)
- Work as a Holding Area runner: store plants while customers shop; pull and count stakes and put count on customer invoice; help load plants into vehicles. Training provided. Need able-bodied folks
- Work on sales floor: provide education, advocacy, help customers locate and select plants
- Work at the Hospitality table: set up snacks for volunteers, water cooler for everyone, keep table neat and stocked. Purchases will be reimbursed, or bring a homemade goody
- Work at the Information and Book table: talk to customers, provide information on NPS (membership forms available), provide NPS handouts, sell books, get customers to sign up for future plant sale emails

Saturday, April 22, 1 - 3 pm. Conestee Park and SCNPS storage unit. END OF SALE DAY!

- Bring a truck or trailer
- Help break down the sale, reload and transport leftover plant inventory to greenhouse
- Return equipment (tables, tents, signs, chairs) to the storage unit

I also volunteer to
