

TO: St. Gregory School Families

FROM: Festival Committee

DATE: January 22, 2020

Every family who has a full-time child in the school (including Nurse and Pre-K) is required to work our festival for a total of 6 nights. This service will result in a tuition credit of \$600 (or \$100 per night worked). In August, you will receive an amended tuition letter if you have not fulfilled your obligation, and the \$600 (or \$100 per night NOT WORKED) will be added to your remaining 8 tuition payments. Please fill out the applications and make sure you sign the bottom of the form.

Enclosed is a sheet describing all the jobs that are available to work. We ask that you please read them carefully to ensure that you are aware of what is needed and expected.

This year our Festival will begin on **June 19** and will run until **June 28, Th** the hours are 7 PM to 10PM. Monday-Thursday (festival workers stay until 10:30) and 7PM-11PM Friday -Sunday.

Your service is a total of 6 nights per family. Out of those 6 nights, you are required to work 2 weekend nights. A weekend consists of Fridays, Saturdays and Sundays. You will be obligated to work **one night the first weekend and one the second weekend**. The reason for this weekend split is because the second weekend is very short on workers. In the event of rain all scheduled workers are still required to report to the Festival and sign in (if we do not open this time cannot be used towards tuition credit). Keep in mind that if the job you requested is over staffed on a particular evening, you will be placed in an area where needed. We need your full cooperation in this area.

I know some of you have jobs and must work in the evening. Please let us know because we also have jobs that can be filled during the daytime and your service can be filled in that way. If this pertains to you, please write down on the application form that you cannot work in the evenings but are available during the day.

We will still be offering the Tuition Credit. This credit is for school parents who can work up to 3 additional nights (at \$50.00 per night credit). All the nights can only be worked by the parents not extended family members. Post Festival Clean up credit; Monday the 29 of June is 2 days' credit for 1 day worked. (This bonus day cannot be used towards tuition credit). If you have any questions, please ask anyone on the festival committee.

In addition to the above, if you feel you would like to become more involved and that you have extra time to give to the festival, please let us know. There are many captains that are looking to step down after working so many years on the festival. They are willing to teach any one that would like to help us in this area.

Please remember one form must be filled out for each person working **and all school families must sign in each night at the SCHOOL FAMILY SIGN IN BOOTH**. We also need a small updated photo of you. Please be sure to write your name on the back of the photo and hand in with your application on report card night, Thursday March 19 at 7P.M.

We look forward to a great festival so that our school will continue to reap the benefits of our profits. We can only achieve this with your help and commitment.

Thank You,

The Festival Committee

FESTIVAL WORKERS JOB DESCRIPTIONS

PRE-FESTIVAL SET UP- 6/13, 8-12 & 8-4. 6/12, 6/15, and 6/16 (8-12 only). Heavy work involved. RAIN DATE FOR 6/13 WILL BE 6/14. Day work in school yard setting up booths, stage, etc. Electricians are also needed at this time. **8- NOON.**

POST-FESTIVAL CLEAN UP - (6/29 & 6/30) (8AM to 12PM)

Return all equipment etc. back for storage, clean kitchen, wash & put all pots and utensils away. **We are very short of workers in this area, so we are offering 2 for 1 shift on Monday. If you work Monday, the 29th (8 to 12) you will receive 2 days' credit. The 2 for 1 credit is not available on Tuesday the 30th.**

SECURITY

Experienced background required. Maintain order, patrol area, and assist in collection of money to bring to the bank.

MERCHANDISE/SKILL

Man the booths, conduct games, spin wheel, collect money and give out prizes.

GAMBLING AREA

BLACKJACK DEALERS

We will conduct training sessions prior to the festival opening. As the title implies, a dealer deals cards, controls the game and follows the rules.

OTHER GAMBLING GAMES (Various Wheels, Bars & Bells)

Duties are similar to those listed under Merchandise/Skill. The gambling tent does not allow anyone under the age of 18 to enter.

FOOD AREA

KITCHEN WORK – HOURS-6:45 to 10:30PM, 6:45 PM to 11 PM AND 8 TO MIDNIGHT. We do have some AM kitchen duties available at **9AM to 1PM.**

Bring food supplies out to serving areas, lighting stoves, working around kitchen where needed and washing cooking supplies. Preparing pizzas for outside tent, cutting Italian bread for sausage & peppers and preparing pastries on trays to be ready for outside tent.

Main Food Tents - During festival (cooking in tents i.e. sausage & peppers, hot dogs, pizzas, serving drinks,)

International tent – serve food, take money and bring food and supplies to booth.

Popcorn tent- makes popcorn, cotton candy and serves Italian ices.

Pastry tent - serves pastries, coffee & tea.

Zeppole tent - pull dough and fry in fryer. Once cooked place dozen in bag and put powdered sugar in bag. This is a messy job. Please do not wear sandals and good clothes.

FOR SAFETY PURPOSES,

WE CANNOT ALLOW YOUR CHILDREN IN ANY TENT THAT YOU ARE WORKING IN. SO PLEASE DO NOT BRING THEM WITH YOU AND EXPECT THEM TO BE ABLE TO STAY IN THE TENT WITH YOU.

FESTIVAL HOURS, MONDAY – THURSDAY 7PM TO 10PM AND FRIDAY- SUNDAY 7PM TO 11PM.

FESTIVAL WORKERS HOURS, MONDAY-THURSDAY 6:45 TO 10:30PM AND FRIDAY-SUNDAY 6:45 TO 11PM

2020 GREGORIAN FESTIVAL PERSONNEL REGISTRATION FORM

First Name		Are you a NEW Festival Worker? YES NO
Last Name		Are you a SCHOOL FAMILY? YES NO
Home Address	SCHOOL FAMILY LAST NAME:	
City, St, ZIP	cell phone #:	
Home Phone #	e-mail address:	
WEEKEND DATES ARE IN BOLD		

EACH SCHOOL FAMILY IS REQUIRED TO WORK AT LEAST ONE NIGHT EACH WEEKEND and AT LEAST SIX SHIFTS IN TOTAL. CHILDREN ARE NOT ALLOWED IN ANY WORK AREAS!

SECTION 1 - SIGN UP FOR FESTIVAL WORK AREAS - (EXCLUDING KITCHEN DUTY)

PLEASE CIRCLE YOUR POSITION PREFERENCE AND THE DATES YOU CAN WORK.

Workers hours are Mon-Thur 7-10:30pm & 7pm-11pm Fri-Sun . You must be at your post 15 minutes before the Festival opens. In the event the area you choose has enough volunteers, you will be assigned where needed!

ZEPPOLES	SECURITY	BEER	SODA	SKILL GAMES		MAIN FOOD TENTS	
BLACKJACK	MONEY WHEELS	BANK	50/50	BARS & BELLS		INTERNATIONAL FOOD TENT	
	FRI 6/19	SAT 6/20	SUN 6/21	Mon 6/22	Tue 6/23	Wed 6/24	Thurs 6/25
	FRI 6/26	SAT 6/27	SUN 6/28				

SECTION 2 - SIGN UP FOR KITCHEN DUTY - circle Date and Shift

DATES AND TIMES BELOW ARE FOR KITCHEN DUTY ONLY

FRI 6/19	9AM - 1PM	7PM - 11PM	8PM - 12AM	Wed 6/24	9AM - 1PM	7 - 10:30PM	8PM - 11:30PM
SAT 6/20	9AM - 1PM	7PM - 11PM	8PM - 12AM	Thurs 6/25	9AM - 1PM	7 - 10:30PM	8PM - 11:30PM
SUN 6/21	9AM - 1PM	7PM - 11PM	8PM - 12AM	FRI 6/26	9AM - 1PM	7PM - 11PM	8PM - 12AM
Mon 6/22	9AM - 1PM	7 - 10:30PM	8PM - 11:30PM	SAT 6/27	9AM - 1PM	7PM - 11PM	8PM - 12AM
Tue 6/23	9AM - 1PM	7 - 10:30PM	8PM - 11:30PM	SUN 6/28	9AM - 1PM	7PM - 11PM	8PM - 12AM

SECTION 3 - SIGN UP FOR PRE AND POST FESTIVAL SETUP AND CLEANUP

PLEASE CIRCLE DATES FOR PRE-FESTIVAL SETUP AND POST-FESTIVAL CLEANUP (times are 8a-12pm, except where noted)

Pre-Festival Setup	Fri 6/12	Sat 6/13 (8-12)	Sat 6/13 (8-4)	Mon 6/15	Tue 6/16
Post-Festival Cleanup	Mon 6/29	Tue 6/30			

SECTION 4 - NOTES

PLEASE LET US KNOW IF YOU HAVE WORKED PREVIOUSLY IN ANY AREA NOT INCLUDED ON THIS FORM.

SECTION 5 - REQUIRED INFORMATION

MEMBERS AFFIDAVIT OF GOOD MORAL CHARACTER - NEW YORK STATE IDENTIFICATION NUMBER GC-61-190-440-00091

The undersigned does hereby declare under penalties provided for Sec. 882 of the Administrative Code of the City of New York as follows:

1. That he or she is a member of St. Gregory The Great of Bellerose, New York, and has been a member in good standing of such organization for at least one year immediately prior to date hereof.
2. That the undersigned is familiar with the provisions of the laws of the State of New York and the City of New York and the N.Y.S. regulations pertaining to the conduct of Games of Chance.
3. The undersigned does hereby aver that he or she is a person of good moral character and has never been convicted of a crime, or if convicted, has received a pardon, a certificate of good conduct, or certificate of relief from disabilities.
4. Deponent makes this affidavit knowing the Commissioner of the Department of Consumer Affairs of the City of New York relies upon the truth thereof on issuing the license to the above named organization.

SIGNATURE _____

DATE OF BIRTH _____

TOWN OF RESIDENCE _____

HOW LONG _____

DATED: NEW YORK CITY, _____, 2020

2020 GREGORIAN FESTIVAL PERSONNEL REGISTRATION FORM

First Name		Are you a NEW Festival Worker? YES NO
Last Name		Are you a SCHOOL FAMILY? YES NO
Home Address	SCHOOL FAMILY LAST NAME:	
City, St, ZIP	cell phone #:	
Home Phone #	e-mail address:	
WEEKEND DATES ARE IN BOLD		

EACH SCHOOL FAMILY IS REQUIRED TO WORK AT LEAST ONE NIGHT EACH WEEKEND and AT LEAST SIX SHIFTS IN TOTAL. CHILDREN ARE NOT ALLOWED IN ANY WORK AREAS!

SECTION 1 - SIGN UP FOR FESTIVAL WORK AREAS - (EXCLUDING KITCHEN DUTY)
PLEASE CIRCLE YOUR POSITION PREFERENCE AND THE DATES YOU CAN WORK.
 Workers hours are Mon-Thur 7-10:30pm & 7pm-11pm Fri-Sun . You must be at your post 15 minutes before the Festival opens.
 In the event the area you choose has enough volunteers, you will be assigned where needed!

ZEPPOLES	SECURITY	BEER	SODA	SKILL GAMES	MAIN FOOD TENTS		
BLACKJACK	MONEY WHEELS	BANK	50/50	BARS & BELLS	INTERNATIONAL FOOD TENT		
	FRI 6/19	SAT 6/20	SUN 6/21	Mon 6/22	Tue 6/23	Wed 6/24	Thurs 6/25
	FRI 6/26	SAT 6/27	SUN 6/28				

SECTION 2 - SIGN UP FOR KITCHEN DUTY - circle Date and Shift
DATES AND TIMES BELOW ARE FOR KITCHEN DUTY ONLY

FRI 6/19	9AM - 1PM	7PM - 11PM	8PM - 12AM	Wed 6/24	9AM - 1PM	7 - 10:30PM	8PM - 11:30PM
SAT 6/20	9AM - 1PM	7PM - 11PM	8PM - 12AM	Thurs 6/25	9AM - 1PM	7 - 10:30PM	8PM - 11:30PM
SUN 6/21	9AM - 1PM	7PM - 11PM	8PM - 12AM	FRI 6/26	9AM - 1PM	7PM - 11PM	8PM - 12AM
Mon 6/22	9AM - 1PM	7 - 10:30PM	8PM - 11:30PM	SAT 6/27	9AM - 1PM	7PM - 11PM	8PM - 12AM
Tue 6/23	9AM - 1PM	7 - 10:30PM	8PM - 11:30PM	SUN 6/28	9AM - 1PM	7PM - 11PM	8PM - 12AM

SECTION 3 - SIGN UP FOR PRE AND POST FESTIVAL SETUP AND CLEANUP
PLEASE CIRCLE DATES FOR PRE-FESTIVAL SETUP AND POST-FESTIVAL CLEANUP (times are 8a-12pm, except where noted)

Pre-Festival Setup	Fri 6/12	Sat 6/13 (8-12)	Sat 6/13 (8-4)	Mon 6/15	Tue 6/16
Post-Festival Cleanup	Mon 6/29	Tue 6/30			

SECTION 4 - NOTES
PLEASE LET US KNOW IF YOU HAVE WORKED PREVIOUSLY IN ANY AREA NOT INCLUDED ON THIS FORM.

SECTION 5 - REQUIRED INFORMATION
MEMBERS AFFIDAVIT OF GOOD MORAL CHARACTER - NEW YORK STATE IDENTIFICATION NUMBER GC-61-190-440-00091

The undersigned does hereby declare under penalties provided for Sec. 982 of the Administrative Code of the City of New York as follows:

1. That he or she is a member of St. Gregory The Great of Bellerose, New York, and has been a member in good standing of such organization for at least one year immediately prior to date hereof.
2. That the undersigned is familiar with the provisions of the laws of the State of new York and the City of New York and the N.Y.S. regulations pertaining to the conduct of Games of Chance.
3. The undersigned does hereby aver that he or she is a person of good moral character and has never been convicted of a crime, or if convicted, has received a pardon, a certificate of good conduct, or certificate of relief from disabilities.
4. Deponent makes this affidavit knowing the Commissioner of the Department of Consumer Affairs of the City of New York relies upon the truth thereof on issuing the license to the above named organization.

SIGNATURE _____
 TOWN OF RESIDENCE _____
 DATED: NEW YORK CITY, _____, 2020

DATE OF BIRTH _____
 HOW LONG _____