



Dear Parents,

The Lincoln Theatre Department as well as the Boosters group receives no funds from the school district. We exist because of the hard work, fundraising and volunteer efforts of our students and parents. This distinguished group now includes you and your child.

As you know, many hands make light work. Therefore, each parent is **required to log at least three hours of volunteer time** during the fall production season. This can include, but is not limited to the following activities:

- Ticket sales
- Meal preparation & meal supervision
- Supervising set construction or painting
- Set strike (taking down the set after the final production) (mandatory for the cast & crew)
- Hosting a cast party
- Supervising students when needed
- Keep track of snack food. Collect money and purchase as needed.
- Printing and/or assembling programs
- Printing and/or cutting tickets
- Sunday snack purchase and serving
- Concession stand set up/sales
- Serving as Booster board member

The monthly Booster meetings are a great way to meet other parents and find out about the most urgent needs. The executive team will also send regular email updates to keep all parents informed. Please be sure we have your email address by sending us a message at [lincolnhstheatreboosters@gmail.com](mailto:lincolnhstheatreboosters@gmail.com). If you have any questions, please email us at this email address.

So that we can efficiently contact you for task you are interested in doing, please fill out and return the form at the bottom of this sheet. Thank you once again for your support and cooperation as we begin another journey to produce a fantastic show.

Sincerely,

Your Lincoln Theatre Booster Executive Team

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I will do \_\_\_\_\_ to complete my required service hours.

\_\_\_\_\_ name

\_\_\_\_\_ best way to contact you (phone/email/both)