



Date Received: _____

Scheduling #: _____

Sponsor Scheduling Worksheet

Updated: 07/16/08

This form **MUST** be returned to Habitat for a date confirmation. Please mail or fax to Josh Palacios at
3763 Forest Park Ave, St. Louis MO 63108 or 314-371-0404

Directions: (1) Please pick from the dates below, based on the number of build days that you are entitled to per your level of sponsorship. (2) If you are entitled to 2 or 3 days, at least one of them should be a weekday. If you are entitled to 4-6 days, at least 2-3 of them should be a weekday. (3) As you select your dates, please check the box next to the date that you would like. (4) Please offer one additional "alternate" date, just in case one of the dates you selected is unavailable. Please indicate that this is your alternate date by placing ALT next to that checked box. **IMPORTANT NOTE:** Sign up EARLY we will schedule you on a first received, first scheduled basis. We will notify you via email as soon as you have been scheduled. Build days will not be "held" unless you are formally scheduled. You are not considered scheduled until you have received a written email confirmation from Habitat. In order to receive build days this form should be received back in our offices no later than **Friday, August 1st.**

Our minimum age requirement is 16 years old. **NO** volunteers Under 16 Years Old will be allowed on our build site, under any circumstances.

Habitat Gift Wrap....anyone?
Are you interested in participating in the Habitat Holiday Gift Wrap at the Galleria?
Yes No if so we will contact you later in the year.

Date: _____

Phase Assignment: Phase 3 _____

Sponsor Name: _____

Number of Days Sponsor Receives: _____

Contact Person: _____ Email: _____

Phone: _____ Cell: _____

Early AM Phone Number on your confirmed date - if circumstances prohibit Work Day:

Phase 3 Blitz

Day, Date	Task	# Volunteers	Choice of Days
Wednesday, Aug 20th	Raise Ext / Int Walls / Set Porch	25	<input type="checkbox"/>
Thursday, Aug 21st	Build Gable Ends / Windows / Doors / Siding	20	<input type="checkbox"/>
Friday, Aug 22nd	Set Trusses / Gutterboards / Siding	20	<input type="checkbox"/>
Saturday, Aug 23rd	Install Roof Sheathing / Continue Siding	15	<input type="checkbox"/>

Phase 3 Saturdays

Day, Date	Task	# Volunteers	
Sat, Sept 6th	Siding	15	<input type="checkbox"/>
Sat, Sept 13th	Siding / Nova Brick	15	<input type="checkbox"/>
Sat, Sept 20th	Nova Brick Siding / Ext Paint	10	<input type="checkbox"/>
Sat, Sept 27th	Complete Exterior/Fence	10	<input type="checkbox"/>
Sat, Oct 4th	Landscaping/Fence	25	<input type="checkbox"/>
Sat, Oct 11th	Prime Interior walls & Finish on ceiling and trim	15	<input type="checkbox"/>
Sat, Oct 18th	Install Flooring / Paint trim	15	<input type="checkbox"/>
Sat, Oct 25th	Hang Cabinets/Doors Complete Flooring	10	<input type="checkbox"/>
Sat, Nov 1st	Start Trim out Base,Windows sill apron Skirt board	10	<input type="checkbox"/>
Sat, Nov 8th	Complete trim out Start hardware install and finish paint	10	<input type="checkbox"/>
Sat, Nov 15	Complete hardware/ Stair complete	10	<input type="checkbox"/>
Sat, Nov 22	Punchlist	25	<input type="checkbox"/>

Please return this completed form to Josh Palacios at 3763 Forest Park Ave, St. Louis MO 63108 or fax to 314-371-0404.