

## **Summer Games Volunteer Group Registration:**

**If you are a larger group who wants to volunteer for summer games, please read:**

### **Items to Note:**

Please.....

- Email [ephipps@soiowa.org](mailto:ephipps@soiowa.org) with any questions about registering a larger group or an alternative way to register. We are happy to work with you regarding registration for large groups and look forward to having your group volunteer!
- Email [ephipps@soiowa.org](mailto:ephipps@soiowa.org) with a name, email, group/company name of a main contact/group leader for your group. Thanks!
- Give your group a specific group name that they can list under "group name" on the registration. This will help us identify your group members.
  
- If your group has volunteered annually at a particular event, your group will be given precedence to that event/the event of your choice. Please email [ephipps@soiowa.org](mailto:ephipps@soiowa.org) regarding these arrangements.

### **Registration Options:**

- **Option 1- General Day-Of-Event Volunteer Registration Online Link**
  - Your group may register through the general day-of-event volunteer registration link- [Click Here](#) to access. Your main contact/group leader may register all group members or you may email the link out to have group members register themselves. If you would like a list of the group members that has registered so far, I would be happy to email that to you- just ask [ephipps@soiowa.org](mailto:ephipps@soiowa.org).
  - By registering through this link, your group members will be guaranteed the slot/position they sign up for immediately upon registering. Slots/Positions are first come, first serve. Cancellations can be made on this link at any time.

- **Option 2- Excel Spreadsheet Registration**
  - If you don't prefer to use the link, your group may submit an excel spreadsheet (typed up, no scanning in please) with the following information from your group: First Name, Last Name, Email, T-Shirt Size, Date of Birth, Gender, Group/Company/School name, Day you plan to volunteer, and list if you plan to volunteer morning/afternoon/or both- this information is **required**. Address, City, State, Zip, Phone are all **optional**. You will need to email the completed excel spreadsheet to [ephipps@soiowa.org](mailto:ephipps@soiowa.org) along with your preferred event(s). [Click Here](#) to see event options/days/times.
  - Due to the nature of our registration process, by submitting an excel spreadsheet (vs. the online link) your group will: Not be guaranteed to be all together, will not be guaranteed to be at the event of your choice, will not be guaranteed a particular slot immediately. (Unless your group annually volunteers at a particular event). The sooner the excel spreadsheet is submitted the better. Thanks for your understanding!

**Thank you and we look forward to  
having your group volunteer for  
Summer Games 2020!**