

LLF ORGANIZATION GUIDELINES

LLF Festival Partners must be located in and must benefit the Claiborne Parish area. No "For-Profit" organizations or businesses will be allowed.

LLF Festival Partners can participate in 3 ways:

- Provide Volunteers in the operation of the Festival. **(Complete the LLF Festival Partner form online)**
- Be festival food or craft vendor. **(Complete the LLF non-profit Food/Craft Vendor form online).** Vendor booths are free of charge.
- Hosting a Festival event.

LLF Festival Partners can choose to participate in one, two or all activities.

Volunteers Explained

1.

- LLF Festival Partners provide volunteers needed to assist in organizing and operating the annual La Legends Fest.
- Volunteers can serve on LLF committees throughout the year or assist in tasks needing done on Friday, Saturday, or Sunday of the festival weekend.
- Committee Volunteers generate grant points at a higher rate and must attend the monthly meeting.
- These Volunteers are required to sign up as a Volunteer on the volunteer sign up website to be known later on.
- Jobs/Times/Areas will be posted and will be chosen by the Volunteer upon sign up.
- These volunteers will receive a t-shirt and their hours worked will be applied to their chosen Partner's Grant calculations.

Food or Craft Vendor Volunteers

2.

- Volunteers working exclusively in an organizations food or craft booth during Saturday's festival are not considered a LLF Volunteer but the Organization's Volunteer.
- There is no need to sign up as a Volunteer. Their time worked is not applied toward a Festival Partners Grant calculations.
- They will not receive a LLF Volunteer t-shirt.

Festival Event Volunteers

3.

- Volunteers working exclusively in an organization's event during Saturday's festival are not considered a LLF Volunteer but the organization's volunteer.
- There is no need to sign up as a Volunteer. Their time worked is not applied toward a Festival Partners Grant calculations.
- They will not receive a LLF Volunteer t-shirt.

However...there are exceptions!

4.

- Volunteers who are assisting in organizing and operating the annual La Legends Fest and also volunteer to work for a period of time at an organization's food booth or event will still be considered an LLF Volunteer with the same guidelines listed in #1. But hours worked in the food booth or event will not be applied toward the Festival Partner Grant Calculations.
- LLF Volunteers will sign-in at the LLF HQ tent upon arrival at the festival on Saturday morning.
- They will receive their t-shirt, meal/drink ticket and their assignment at that time.
- Before going to assist their organization in a food booth or event, they must also sign out at the LLF HQ booth before doing so..