

# CAPITOL CENTRE

**YOUR HOME FOR ARTS AND ENTERTAINMENT**

## Personal Information

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_  
STREET ADDRESS: \_\_\_\_\_ APT/UNIT #: \_\_\_\_\_  
CITY: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_ EMAIL: \_\_\_\_\_  
DAYTIME TELEPHONE: \_\_\_\_\_ EVENING TELEPHONE: \_\_\_\_\_

## Information About Experience and Interest

### *Volunteer and/or Work Experience*

Organization	Length of time at position	Position held
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_____	_____	_____
_____	_____	_____

Why you are interested in volunteering at the Capitol Centre? \_\_\_\_\_

\_\_\_\_\_

Is there any additional information you feel would be helpful? \_\_\_\_\_

\_\_\_\_\_

### **Dress Code and Grooming Standards**

In your work you will be meeting and greeting with the public. As an official representative of the Capitol Centre, all Volunteer while on duty, must project a positive and professional image with respect to hair, beards, body piercing, jewelry, makeup, a general personal hygiene and grooming, You will be required to wear:

1. A name tag provided by the Capitol Centre
2. Black pants and a white collared shirt and a vest provided by the Capitol Centre for major shows.

### **Application Acceptance**

All volunteers applying will be contacted by the Front of House/Volunteer Manager here at the Capitol Centre. Selected candidates will be invited to participate in a personal interview. Acceptance is at the sole discretion of the Capitol Centre.

### **I have read the above and understand the requirements**

By signing below, I authorize the Capitol Centre to collect personal information appropriate to the position for which I have applied concerning my academic background, employment and volunteer history, and verify that the references I have supplied. I understand that the information obtained will be confidential but may be shared with relevant Capitol Centre departments. I understand that the Capitol Centre promotes a scent-free environment.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Reference: \_\_\_\_\_ Phone#: \_\_\_\_\_  
(Please print)