



VOLUNTEER PLANTING FOR 5000 POPPIES INSTALLATION AT THE AUSTRALIAN WAR MEMORIAL 2018 **RETURN THIS FORM BY JULY 31,2018**

Name	
Address	
Email	Phone

PLANTING POPPIES 29 September to 3 October

<input type="checkbox"/> 29 September a.m.	<input type="checkbox"/> 29 September p.m.
<input type="checkbox"/> 30 September a.m.	<input type="checkbox"/> 30 September p.m.
<input type="checkbox"/> 1 October a.m.	<input type="checkbox"/> 1 October p.m.
<input type="checkbox"/> 2 October a.m.	<input type="checkbox"/> 2 October p.m.
<input type="checkbox"/> 3 October a.m.	<input type="checkbox"/> 3 October p.m.
<input type="checkbox"/> Slot me in where I am needed most	
<input type="checkbox"/> I can help in other ways (detail)	

MANNING THE INSTALLATION 5 October – 11 November

<input type="checkbox"/> I can assist with manning the AWM installation during the installation period from 5 October a.m. to 11 November p.m. (we will contact you to discuss requirements)
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REMOVING POPPIES 12 November to 15 November

<input type="checkbox"/> 12 November a.m.	<input type="checkbox"/> 12 November p.m.
<input type="checkbox"/> 13 November a.m.	<input type="checkbox"/> 13 November p.m.
<input type="checkbox"/> 14 November a.m.	<input type="checkbox"/> 14 November p.m.
<input type="checkbox"/> 15 November a.m.	<input type="checkbox"/> 15 November p.m.
<input type="checkbox"/> Slot me in where I am needed most	
<input type="checkbox"/> I can help in other ways (detail)	

GENERAL

<input type="checkbox"/> I confirm that I am able bodied and am fit to plant poppies in accordance with the attached guidelines
<input type="checkbox"/> I agree to adhere to instructions and abide by all safety requirements during installation and activation

Signed

Dated

IMPORTANT NOTE : YOU CANNOT COMPLETE THIS APPLICATION ON LINE

PLEASE email your completed application to applications.5000poppies@gmail.com or mail to 5000 Poppies, P.O. Box 115, Ashburton Vic 3147

DUE DATE FOR APPLICATIONS IS 31 JULY 2018

ANY APPLICATIONS RECEIVED AFTER THIS DATE CANNOT BE CONSIDERED



AUSTRALIAN WAR MEMORIAL PLANTING 2018

Please complete the attached application if you wish to volunteer “planter” for our 5000 Poppies Tribute for the Centenary of Armistice in November at the Australian War Memorial in 2018.

NOTES TO VOLUNTEER PARTICIPANTS

- Please indicate your preferred dates and times you would like to assist with planting and removal of the stems. You are welcome and encouraged to apply for as many days/shifts as you would like.
- Please note that the work involves lifting and carrying as well as bending and kneeling for long periods of time. Please take this into account when you are making your application.
- You will be notified of receipt of your application by email. **PLEASE** be patient, we expect to receive many applications.
- Once the rostering is complete you will be notified of your rostered dates and times in line with your application. You will then be asked to confirm your commitment.
- **Only those whose application has been approved** for planting can be involved in the mass planting activities. **We will be very strict about this.** The site will be a work site and subject to workplace regulations.
- We will have a separate supervised area for walk ins to plant a poppy.
- Children under 18 years of age will not be considered suitable for this task.
- You will be required to undertake a workplace safety induction program before you commence work on site and will be advised of these details once the rostering is complete.

KEY DATES AND RELEVANT INFORMATION

24 September, grounds team (that’s not us) arrives on site, set up perimeter fencing and other necessities, and start work on groundworks. The groundworks consist of creating pathways by pulling up existing turf and laying fake turf to create wheelchair and pedestrian pathways to ensure a safe, even pedestrian and wheelchair accessible surface for the duration of the installation.

29 September planting begins in earnest. This will be a massive install ... no doubt about it. It will require able bodies and a bit of stamina and some precision planning ... not to mention care ... It won’t be a race ... and we will need a commitment from all our volunteers to set times. At this stage we are planning to work in teams over **two 4 hour shifts each day** for as long as it takes ... We are estimating 4 days for the job followed by cleanup and packup.

5 October – 12 November ...The installation opens officially to the public on 5 October (the last week of Floriade) and will be in situ for 5 weeks. We will need up to 4 volunteers every day to man the installation (times to be confirmed) as guides and security for the installation. Local connections are preferable for obvious reasons ... but if you would like to be involved in manning the installation during that time ... it involves talking about the project to visitors (local and tourists) and doing regular housework to ensure that the installation is holding up to the elements. We will have information handouts available.

11 November of course will be the big day and we will need to do some work perhaps the day before to facelift the installation. **DON’T FORGET TO BOOK YOUR FREE TICKETS VIA AWM.**

12 November – 15 November is bump out ... and we will need a substantial team to pull out, clean up and repack the stems for distribution. We expect this phase to take 3 days but may roll over to a 4th day. This task is not as hard a job physically as the planting, but nevertheless painstaking. So again, we are asking for volunteers to make this part of the job seamless.

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