



Movie Night Volunteer Policy & Application Form

City of Isanti

110 First Avenue NW • PO Box 428

Isanti, MN 55040

Phone: 763.444.5512 • Fax: 763.444.5560

www.cityofisanti.us

Contact Name: _____

Secondary Contact Name: _____

Organization: _____

Non-Profit: YES / NO

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ - _____ - _____ Cell: _____ - _____ - _____

E-mail: _____

Date(s) of Movie to Volunteer (number your preferred date with 1 being your first choice followed by 2,3 etc.):

_____ November 6 - The Mighty Ducks 2, PG

_____ December 11 – The Polar Express, PG

_____ January 22 – Frozen II, G

_____ February 19 – Cars, G

_____ March 26 – The Sandlot, PG

Number of Youth Volunteers: _____ Number of Adult Volunteers*: _____

*There must be a minimum of one adult volunteer that is able to operate the popcorn machine.

Are you requesting to showcase any information about your organization? If so, please explain.

You are agreeing on behalf of your organization to the Policy as written below.

Applicant Signature: _____ Date: _____

*For Office Use
Only*

Date Volunteered: _____ Movie Attendance: _____

Concession Sales: \$ _____ Concession Profits: \$ _____

Payable to: _____ Date Check Mailed: _____

Approval Signature PRC Manager: _____

Date: _____

City of Isanti: Movie Night Volunteer Policy

1. Must be a Youth based non-profit organization/club.
 - a. Including but not limited to: 4-H, church youth groups, scouts, schools, athletic clubs, etc.
2. Organization must meet/be based in City of Isanti if no Isanti-based groups have applied 2 weeks before the movie date, organizations from the surrounding community may be accepted per City staff discretion.
3. Dates to volunteer are on a first come basis.
4. The same Isanti-based organization is able to present multiple movies if no other group has requested by 3 weeks before the movie date.
5. If more than 7 Isanti-based groups have requested a date by the month before the start of the movie series, there will be a lottery drawing to determine which groups present.
 - a. The groups not chosen will get priority the following movie season.
6. Must be a minimum of 3 youth members volunteering on behalf of the organization.
7. Must be a minimum of one adult (person over 18) to assist the youth and operate the popcorn machine.
8. Volunteers should arrive at 6pm and plan to stay until the end of the movie and clean-up at approx. 9pm. The doors/concession open at 6:30pm, movie begins at 7pm.
9. Volunteers can plan for activities including but not limited to: setting up chairs, selling concessions, stocking concession supplies, cleaning concessions area, vacuuming the floor, putting chairs away.
10. Concession profits will be donated on behalf of the City of Isanti to the organization in the form of a check. The check will be sent to the organization President/leader no later than 3 weeks following the date of volunteering.
11. The organization is allowed to have their organization/club information set up before/during/after the movie.

If there are questions or concerns regarding this policy or the application process, please contact Parks, Recreation and Culture Manager at (763) 762-5754 or via e-mail at isantiparks@cityofisanti.us