



# Volunteer Information

## WISCONSIN PUBLIC TELEVISION QUILT EXPO

### Getting there

#### Getting to the Alliant Energy Center in Madison

Quilt Expo takes place at the Alliant Energy Center, 1919 Alliant Energy Center Way, Madison, Wis. If you're coming from out of town, take the Beltline (Hwy 12/18) and exit at either John Nolen Drive or Rimrock Road. Follow the signs to the Alliant Center. *(See reverse for map.)*

For additional driving directions and map go to the Quilt Expo Web site, [wiquiltexpo.com](http://wiquiltexpo.com).

#### By Bus

Madison Metro bus service has regular stops along John Nolen Drive, Olin Avenue and Rimrock Road. Route 13 is the closest bus route to the Alliant Energy Center and runs about once an hour on both weekdays and weekends. Routes 11 and 12 also serve the Alliant Energy Center, but have limited schedules. Please be sure to check your Ride Guide for complete details on schedule times or look online at [mymetrobus.com](http://mymetrobus.com).

#### Parking

You will receive a parking pass for each day you volunteer unless you're volunteering Wednesday, Sept. 7 when passes are not needed. If you are planning to carpool or otherwise won't need a parking pass, we'd appreciate having the pass returned to us by mail (our mailing address is on the back side of this sheet). We purchase parking passes at full price (\$6.00) and can receive a refund if we turn them in before Sept. 8.

#### Handicap Parking Information

Handicap parking is located in front of the Exhibition Hall and in the back of the building near the administrative offices. The Alliant Energy Center is ADA compliant.

#### Entering the Building

##### If your shift starts BEFORE 8 a.m.

The main visitor entrances will be closed, so you'll need to enter from the loading dock entrance behind the Exhibition Hall. The easiest way to find this entrance is to park in the South Lot located behind the Exhibition Hall. (See enclosed map for exact location.) Walk through the loading area (NOT the regular entrance with glass doors). Look for large signs in the loading dock area to guide you.

##### If your shift starts AFTER 8 a.m.

Enter the Exhibition Hall through the main visitor entrances.

### Check-In and Training

Volunteer check-in is located on the mezzanine above the lobby. Once you've checked in you will be directed to a table where your captain will meet you. He or she will either begin training in the volunteer lounge or take you to your work station and train you there.

If you are unable to make it to the mezzanine due to physical limitations, please let us know in advance and we'll make arrangements for your captain to meet you on the main floor.

## Thank You

We are expecting more than 17,000 visitors at this year's show. Your volunteer assistance makes it all happen.

*Thanks for your support.*

### FAQ

#### When should I show up?

The enclosed schedule letter shows the time of your job assignment(s). Training and orientation begin at the start of your shift. Please make your best effort to arrive at volunteer check-in by your scheduled start time.

#### Is food available?

Starting on Thursday, beverages and light snacks will be provided in the volunteer lounge. Additional food is available for purchase at snack bars and the Bistro in the lobby. The Bistro is open Thursday-Saturday, and offers hot entrees and comfortable seating. Snack bars located on the exhibition floor offer pizza, hot dogs, wraps and other small snacks.

#### What should I wear?

Dress casually and *wear comfortable shoes!* **Jeans are not recommended for Quilt Exhibit Docents.** Docents may also prefer to bring a sweater in case the exhibit area is chilly.

#### Lecture, Workshop and Main Stage

**Presentation Assistants:** Please bring a watch! An important part of your job is making sure that sessions begin and end on time. Not every presentation area has a clock.

#### Where do I leave my things?

We recommend that you leave your valuables at home or locked in your car. The volunteer check-in is not staffed throughout the event and is not a safe place to leave your valuables. If you purchase items at the show, we encourage you to take advantage of our free package check located in the lobby.

(over for more)

## Alliant Energy Center Parking Map



## Additional FAQ

### Do you still need volunteers?

If you'd like to volunteer for another shift or you have a friend who'd like to volunteer, please contact the WPT Volunteer Office at **608-265-4436** or fill out our online volunteer sign-up form at [wpt.org/volunteer](http://wpt.org/volunteer). **We are especially in need of quilt exhibit docents all three days of the show.** We appreciate hearing from interested volunteers in advance, but you can also stop at volunteer check-in at the show to find out what positions are available.

### What if I need to change my schedule?

If you are unable to volunteer or there is an error in your schedule, please contact the volunteer office at **608-265-4436** or via e-mail at [volunteer@wpt.org](mailto:volunteer@wpt.org) as soon as possible so a replacement can be scheduled.

If you are unable to come, please return your parking passes to the address below so another volunteer can use them.

**Volunteer Office**  
**Wisconsin Public Television**  
**821 University Ave.**  
**Madison, WI 53706-1497**

### Admission Tickets

Your complementary admission ticket is valid only on the day(s) you are scheduled to volunteer.

### More questions?

Call the volunteer office at **265-4436** or e-mail [volunteer@wpt.org](mailto:volunteer@wpt.org).



**Wisconsin Public Television**