

## How to Volunteer at Basingstoke's NCT Sale

EVERYONE is welcome to help, members or non-members.

**Step 1:** Register to volunteer online or email [nns.basingstoke@nct.org.uk](mailto:nns.basingstoke@nct.org.uk)

We have 4 time slots to choose from:

Friday 6pm-9pm: For setting up, moving tables signage, clothing rails and Seller drop off.

Saturday 9am - 3.30pm: Helping with Set up, during the sale, and clear up including item sorting and table moving

Saturday (am) 9am-1pm: Helping with set up of the sale and running the sale

Saturday (pm) 1pm-3.30pm: Helping with clear up including item sorting and table moving

**Step 2:** Every volunteer will receive an automated email confirming their volunteering times and any notes made during registration.

**Step 3:** Each volunteer will receive an email detailing their roles for the day and what to bring with them.

**Step 4:** All volunteers will be invited to a Volunteers pre-sale meeting to find out about volunteering, the Basingstoke NCT branch (including meeting the core team) and any updates about the sale which are different from previous sales.

**Step 5:** On the Friday or Saturday of the sale arrive 10 minutes before your allocated start time to allow for a volunteer briefing.

**Step 6:** Sign in with the volunteer coordinator, so we know who is in the building. You will receive a name label & apron. Then get stuck in 😊