



# 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 a map go to the Quilt Expo Web site, [wiquiltnexpo.com](http://wiquiltnexpo.com). From the home page, click "Getting to Expo."

#### 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. Check your Ride Guide for schedule times or visit [mymetrobus.com](http://mymetrobus.com).

#### Parking

You will receive a parking pass for each day you volunteer unless you are scheduled to work on Wednesday, September 4. Parking will be free during your shift and a pass is not required.

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. We purchase parking passes at full price (\$6.50) and can receive a refund if we turn them in before Sept. 5.

#### 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

#### Wednesday, Sept. 4

The main entrances will be closed so you will need to enter through the loading dock entrance behind the Exhibition Hall. The easiest way to find this entrance is to park in the South Lot. (See enclosed map for exact location.) Volunteer Check-in will be located just inside the loading dock doors where your captain will meet you for training and orientation.

#### Thursday, Sept. 5 - Saturday Sept. 7

If your shift begins **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. (See above for parking tips.) Walk through the loading area (NOT the regular entrance with glass doors). Look for large signs in the loading dock area to guide you. Make your way through the exhibition floor to the lobby. Take a left and go down the hallway and use the stairs or elevator to locate volunteer check-in on the second floor/mezzanine level.

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.

### FAQ

#### When should I arrive?

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?

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 Attendants**. Attendants may also want 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 leaving valuables at home or locked in your car. 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

### Are volunteers still needed?

Absolutely! Help spread the word by sharing this fun opportunity with friends and family or by adding another job to your schedule. Job assignments are available on all three days of the show. To register, please contact us at **608-265-4436**, visit us at [wpt.org/volunteer](http://wpt.org/volunteer) or stop by the volunteer lounge during Quilt Expo for more information.

### Admission Tickets

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

### 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) for assistance. If you are unable to come, please return your admission ticket and parking passes to the address below:

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

### Can I bring a cell phone?

It is helpful to carry a cell phone with you during your shift if you own one. When you check in for your shift you will receive instructions and a phone number to call in case of an emergency. Cell phones and electronic devices should only be used for volunteering purposes during your shift.

### Questions?

Call us at **608-265-4436** or e-mail [volunteer@wpt.org](mailto:volunteer@wpt.org).

