



# Venedocia Lions Club Sausage Trailer

## Partner Group Information & Application

venedocialions.org

The Venedocia Lions Club is seeking a club or group that is willing to assist our club in the operation of our sausage trailer at local events. If your group is willing and available to help at the listed events and is looking for a fundraising opportunity, please complete and submit the application below.

Today's Date:	# of group members?		# of adults?		# of teens?	
Group Name, Affiliations, Purpose, Longevity, General Member Profile:						
Contact Name, Address, Phone #, Email Address, Relationship to Group:						
<b>Are group members available to work at our currently scheduled events, where our sausage trailer is in operation, 3-4 hours each shift?</b> <i>(Subject to change) The current year events calendar is available on our website.</i>						
Freedom Truck Meet (2nd weekend in June) <i>Event filled: Lincolnview FFA Alumni</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	16 Shifts <b>Approx</b>			
Huggy Bear St Jude Benefit (3rd weekend in July)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	14 Shifts <b>Approx</b>			
Van Wert County Fair (Week leading up to Labor Day)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	60 Shifts <b>Approx</b>			
Huggy Bear Halloween (2nd weekend in October)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	6 Shifts <b>Approx</b>			
Van Wert County Apple Festival (3rd weekend in October)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	12 Shifts <b>Approx</b>			

➔ By submitting this form, you agree that the information stated here is correct. Dishonest information or modifications to submitted information after club approval allows the Venedocia Lions Club to nullify their agreement with you. Please make a copy for your records prior to submission.	➔ Submit completed app by email, fax, or USPS mail: <b>Email: venedocia.lions@gmail.com</b> <b>Fax: 419.238.1317     Jerry Phone: 419.667.6447</b> <b>Jerry Koenig, Sausage Trailer Committee Chair</b> <b>8361 Liberty Union Rd, Van Wert, OH 45891</b>
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<b>VENEDOCIA LIONS CLUB NOTES:</b>



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**We currently utilize partner group assistance in our sausage trailer at the following local events:**  
(Events are subject to change)

**June: Freedom Truck Meet**  
*Event filled: Lincolnview FFA Alumni*  
**July: Huggy Bear St Jude Benefit**  
**Aug-Sep: VW County Fair**  
**Oct: Huggy Bear Halloween**  
**Oct: VW Apple Festival**

### ● **WHO WE ARE LOOKING FOR IN A PARTNER GROUP:**

We are seeking a mature, adult, partner group with integrity who is willing to work with and communicate with us and do what is needed. A good number of group members is necessary to spread the work load and cover all shifts needed.

### ● **WHY WE NEED YOUR HELP:**

The Venedocia Lions Club operates a fresh-ground pork sausage patty sandwich trailer at many local events during the year. We serve a 1/3-pound sausage sandwich, with optional egg and cheese, self-serve condiment stand, along with beverages.

Several events require more manpower than our club can provide, due to our limited membership. In addition, some of the events occur during active farming season and our farmer members may be unavailable to help. The partner group arrangement we have is a win-win for everyone, as we need help and it raises funds for the partner group.

### ● **WHO SHOULD SIGN UP TO WORK:**

We encourage responsible adults who wish to donate their time to benefit the partner group to work in exchange for a pre-determined donation to your group. Most find it fun and enjoy seeing people they know. Workers are encouraged to wear their group affiliated shirts. Each worker is signing up for the full shift. Shifts will not be split between 2 workers unless necessary.

### ● **HOW PARTNER GROUP WORKERS ARE SCHEDULED:**

The partner group will assign a coordinator who will be the link between the partner group and the lions club. The coordinator is responsible for the distribution of information, to secure workers well in advance of each event, and to submit the workers' names to our sausage trailer chair for inclusion on the schedule, which can be found online and is updated frequently during pre-event scheduling.

### ● **WHO PAYS ADMISSION FEES TO EVENTS:**

Some events may waive the admission fee for food vendors and workers. However, some events definitely will not. Therefore, partner group workers should expect to pay any required admission fee to any event. The lions club has no control over third-party admission fees. Each of our lions club members pays their own admission fee to any event that charges admission.

Please note: The VW County Fair is now working with vendors to provide discounted season tickets for pre-event confirmed workers.

## ● WHERE YOU CAN FIND INFORMATION:

The sausage page of our website, [venedocialions.org](http://venedocialions.org), contains event information, current work schedule, job description sheet, and informational documents. The job description sheet explains what each job entails. The event schedule outlines which shifts are available and which shifts are filled. The schedule is online prior to and throughout the event for workers to reference. It is in PDF format, which means that it is also printable. Keep in mind that the schedule frequently changes.

## ● WHAT IS EXPECTED IF YOU SIGN UP TO WORK:

**We expect those who have signed up to show up and be on time for their shifts.** Workers must behave in a professional manner. Please do not sign up to work if you are unsure that you can be there. Once scheduled, if you realize that you cannot work your shift, please notify your coordinator or one of our contacts as soon as possible so that we can find a replacement.

- **Partner group members who simply do not show up for their shifts will not be scheduled for future events and the partner group will not be given a donation for those hours.**
- **Our relationship with your group is one of good faith and trust. Given that the handling of money and supplies is involved, any act of dishonesty by a partner group member will result in permanent removal and if warranted, legal action taken.**

## ● HOW WE COMPENSATE YOU FOR YOUR HELP:

We compensate the partner group for the total group hours worked with a donation. The partner group coordinator will verify that all scheduled hours were worked and present an invoice at the end of each event; which we reconcile against our records of the hours worked and then issue the donation.

## ● RECOGNITION OF THE PARTNER GROUP:

The Venedocia Lions Club mentions our partner group on our event flyers, website, and facebook page for each event. We appreciate the support and wish to reciprocate support to our helpers.



## ● NO PHOTOS TAKEN OF INSIDE OF FOOD PREP OR SUPPLY TRAILERS:

Feel free to take photos of your group's workers working in the serving trailer or outside the trailers. For security and privacy reasons, photos of the inside of the food prep and supply trailers are not allowed. Please comply with posted signs.

## ● ONLY SCHEDULED WORKERS MAY ENTER ANY OF THE TRAILERS:

For security, privacy, and sanitary reasons, unauthorized visitors are not permitted. Do not bring others along with you when you are scheduled to work in the trailer. Please comply with posted signs.



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### ● TEENS WORKING IN THE TRAILER:

**PLEASE NOTE: THE PARTNER GROUP EARNS LESS PER HOUR FOR TEENS THAN ADULTS.**

In recent years, a few parents have signed up to work alongside their own high school age teen. The lions club does not encourage this, but will permit it unless it causes problems. To date, the parent has taken responsibility for their own child and there have been no problems. No middle school teens or younger children will be scheduled to work.

We will NOT schedule teens to work by themselves or with a non-parent worker. The other adult workers are not there to oversee teens. Each worker is assigned a specific job, as outlined on the schedule.

We also will not schedule workers that fall outside our normal worker guidelines. The partner group must make provisions for unusual situations that arise, should your group be using a reward system within your group as incentive for working in the trailer. This is a partner group issue, not a lions club issue. The lions club will not get involved in these situations; as the partner group funds disbursement guidelines are not the concern of the lions club.

Our operation is not set up for teens. We operate a hot grill and handle raw meat and vegetables under the requirements of the State of Ohio and inspection of the Van Wert County Health Department. We also handle prepared food to serve to our customer under sanitary conditions. We have regulations in place that teens may not understand or not realize the importance of following. These regulations cannot be compromised, as failure to follow the regulations could result in the shutdown of our operation by the health department. **Our reputation for delivering a properly made and handled, delicious product to our customer is very important to us.**

We must have mature, adult workers who realize that we need to sustain a quality product and promptly maintain the condiment and eating areas in a sanitary manner.

The only job that teens may perform is the counter, with their own parental supervision. Teens will not handle money (cashier) or knives (prep). The floater is a backup for prep, requiring someone tall enough to reach the condiment containers, and requiring someone who can figure out what other jobs need to be done without constant supervision. Finally, we only allow trained lions club members to operate the grill.

We also cannot have the friends of teen workers loitering around the trailer while the teen is working in the trailer. If this becomes a problem, teens will no longer be scheduled to work.

### ● RIGHT TO CEASE AGREEMENT AT ANY TIME WITH PARTNER GROUP:

The Venedocia Lions Club reserves the right to cease our agreement with your partner group at any time. This would only happen if the operational needs of the Venedocia Lions Club sausage trailer change or when the partner group does not comply with the stated requirements including, but not limited to, failure to obtain the necessary event help, illegal activity, improper behavior.