



Redbourn Classic Car Show & Village Fete 2025

Volunteer Briefing Document

Role	Event Setup – Collect Furniture and Gazebos Event Setup – Setup Furniture and Gazebos
Date/Time	Saturday 30th August 0845-1100
Team Leader	Various / Control Point – 07719 553 067
Version	V1

This Briefing Document covers two roles which start at slightly different times. Your confirmation email will indicate which role you have signed up for.

Event Setup – Collect Furniture and Gazebo – 0845-1100

Please meet Dennis Ridgeway at St Mary's Church Hall at 0845 to collect the four gazebos and furniture. These will need loading onto a vehicle which has been supplied by St Albans Van Hire for transportation to The Common.

The van has a driver so you will need your own transport (or legs!) to get to The Common to help with setup.

Event Setup – Setup Furniture and Gazebo – 0900-1100

Please meet Ben Miller or Deana Barge by the stage at 0900 to collect your high-viz jacket and ID badge.

Your role is to help erect the gazebos and Control Point for use throughout the day. Chris, along with other committee members, will be helping and can provide guidance.

If you have any issues which you are unable to resolve, please contact

We advise that you bring a mobile phone and have the Control Point number saved – **07719 553 067**

Thank you in advance for your support – the event simply wouldn't be possible without it!

**PLEASE ALSO FAMILIARISE YOURSELF WITH THE SECURITY BRIEFING WHICH
ACCOMPANIES THIS DOCUMENT**