



## About the APS Volunteer Program:

The mission of the APS Volunteer Program is to encourage, support and recognize the volunteer and community service efforts of APS employees and retirees, and to inspire and encourage others to join APS's volunteer efforts.

Volunteer activities must align with APS's social responsibility initiatives and have a positive impact on APS customers or employees. Optimally, APS prefers to direct its resources to service efforts and organizations in arts and culture, human services, the environment, civic organizations and key projects within cities and towns in the APS service territory.

To request volunteers for a project / event, please complete the following information with **a minimum of 30 days notice.**

## Request for APS Volunteers:

<b>Requestor Name:</b>		<b>Phone:</b>	
<b>Email:</b>		<b>Date:</b>	
<b>Organization Name:</b>			
<b>Mission Statement:</b>			
<b>Website:</b>			
<b>Event / Project Name:</b>	<i>Please provide the official event / project name in full:</i>		
<b>Event / Project Description:</b>			
<b>Date(s):</b>	<i>Include specific dates, or write "ongoing" if applicable.</i>		
<b>Time(s):</b>	<i>Please include the start and end times related to your volunteer needs. Include volunteer shifts if applicable.</i>		
<b>Location of Event / Project:</b>	<i>Include street, city, state &amp; zip</i>		
<b>Directions and Parking Notes:</b>	<i>Is there a special location or fee to park?</i>		

<b>Volunteer Tasks:</b>	<i>What are the specific volunteer responsibilities? Does the event / project require any specific skills or training?</i>
<b>How many volunteers are needed?</b>	<i>Include minimum &amp; maximum or write "unlimited" if applicable.</i>
<b>Are friends and family allowed?</b>	<i>If yes, is there an age requirement?</i>
<b>Volunteer Attire:</b>	<i>APS will provide volunteers with APS Volunteer t-shirts. Please note any additional requirements (i.e. closed-toe shoes, no jeans, white shirt and black pants only, etc.)</i>
<b>Will volunteers be indoors or outside?</b>	
<b>Will food or beverages be provided?</b>	
<b>Day of Event - Contact Info:</b>	<i>Who should volunteers contact when they arrive? Please include name, title, phone and email address.</i>
<b>Additional Info:</b>	

## Submit Your Request:

**Please submit the completed form to [Volunteer@aps.com](mailto:Volunteer@aps.com).** If approved, you will be notified and your event or project will be published on the internal APS volunteer website.

Thank you for giving APS the opportunity to support your organization.