

Signage for Volunteer Reception Center

You will need one enlargement, unless otherwise specified, for each of the 17 station or directional signs shown in the left column. All signs should be laminated and large enough to be read from across a large room.

Signs Needed	Where to Post
Disaster Volunteer Reception Center (2)	On street visible from either direction
Station #1 Registration	Registration / orientation area
Enter	Volunteer Entrance to VRC
Station #2 Interviews	Interview Area visible from Volunteer Entry
Station #3 Data/Agency Coordination	Data Coordination visible from Station #2
Station #4 Safety Briefing	Volunteer ID area visible from Station #3
Station #5 Volunteer I.D. Tags	Safety Training visible from Station #4
Station #6 Job Training	Job Training visible from Station #5
Exit	Exit visible from Stations #5 and #6
Staff Only (2+ as needed)	Staff rest area, supply area, etc
Phone Bank	Agency Coordination area
Public Information Officer	Public Information Officer's Table

Volunteer Reception Center Floor Plan

Volunteer Registration Stations

Volunteer Sitting Area

Staff Only Areas

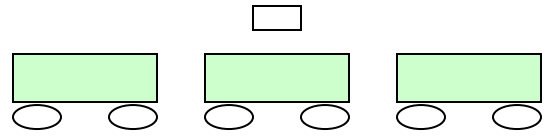
Bulletin Boards

Dry Erase Board

Volunteer Movement

Line Of Sight

Station #1 Registration / Orientation



Volunteer Entrance

