

Volunteer Check In Instructions

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Instructional cards for volunteers or event staff to use during in-person events to assist with check in. The cards provide step-by-step instructions and tips on how to execute a smooth and seamless check in for your guests.

Download, print and distribute these cards to your volunteers or event staff assisting with check in.

General Check In Cards

Instructions on how to check in a guest.

 [General Checkin Volunteer Cards.pdf](#) 

Check In with Ticketing Cards

Instructions on how to check in a guest when ticketing is being used.

 [Checkin with Ticketing Volunteer Cards1.pdf](#) 