**RULES AND REGULATIONS FOR VOLUNTEERS OF THE 71st PULA FILM FESTIVAL**

**1.** Volunteers will work in shifts during all Festival days, and if necessary, a few days before and after the Festival. The 71st Pula Film Festival will be held from July 11 to July 18, 2024.

**2.** After the announcement of the competition results, a volunteer meeting will be held. All selected volunteers will be notified on time about the time and place of the meeting. All volunteers are required to attend the meeting to be acquainted with all the details and to sign the Volunteering Agreement which will be provided at the meeting.

**3.** The volunteer coordinator will assign all volunteers to their departments (which may not be the departments of their choice!) which are run by departmental supervisor/leader. The volunteer coordinator and department leaders will provide all necessary information to volunteers regarding volunteering activities and other details about the Festival and its organisation. Volunteers need to respect the working hours and schedule set by the coordinator or their department leader.

Adhering to the schedule is mandatory.

**4.** Volunteers are required to arrive to their workpost 15 minutes before the start of their shift. Volunteers are required to check in with their department supervisor upon arrival and check out at the end of their shift every day. Volunteers are not allowed to stay at their workpost past their schedule and working hours. In case of illness, volunteers need to report to their department supervisor/leader as soon as possible.

**5.** Consumption of alcohol, cigarettes, and narcotics during volunteering is strictly prohibited.

**6.** Volunteers must not compromise the reputation of the Festival with their behaviour. Volunteers are required to be extremely courteous with all Festival guests and try to answer all their questions. In case a volunteer does not know the answer to a question or encounters any problem, they are obliged to report to the volunteer coordinator or their department leader.

**7.** Volunteers will be provided with accreditations which will allow them to access all screenings and other events intended for the Festival audience. Volunteers cannot book seats for screenings; they have to enter last and take any remaining available seat but only after all the audience has taken their seats. Volunteers need to wear their festival T-shirt and their accreditation all the time during their shift at the Festival.

**8.** Volunteers will be provided a daily hot meal, depending on their shift. Food vouchers, which volunteers can use in Festival restaurants, will be given out by the volunteer coordinator.

**71st Pula Film Festival**