



Since 1937

**CEF**  
CHILD EVANGELISM  
FELLOWSHIP®  
*Reaching children worldwide™*

**LA COUNTY FAIR  
MAY 2-26, 2025**

**FAIR  
WORKERS  
PREPARATION  
PACKET**

## FAIR DATE SIGN-UP

**F**air date sign-up by Chapter Directors start in mid-January online at <http://cefsqv.org/lacfairdates>. Availability will be first come, first served basis.

In total there are only 16 days for the fair each year. If each chapter takes 2 days for the fair, we could easily have all the dates covered. In the past, the most challenging dates to fill are Mother's Day (second Sunday of May) and Memorial Day (last Monday in May). Please remember these dates in your prayers and share the need with your volunteers in newsletters, super seminar workshops and team training sessions.

**Sign-up Deadline: March 15.** Lord willing all the dates would be filled by then.

For effective ministry, 3-4 people are needed to man the CEF Booth at a time (greeters & story tellers); but if you're unable to get 3-4 people per shift, 2 people are needed to keep the booth open in order to fulfill the contract that CEF SoCal signed with LA County Fair. The bottom line is that there should always be someone manning the CEF Booth or there will be repercussions to our organization's future vendor booth application.

For first time participating chapter directors, we recommend the FREE volunteers scheduling management tool, [SignUp.com](http://SignUp.com). You will need about...

**9-12 people** for three 4 hour shifts: 11am-3pm, 3pm-7pm, 7pm-11pm.

**6-8 people** for two 6 hour shifts: 11am-5pm, 5pm-11pm.

**3-4 people** for one 12 hour shift: 11am-11pm (doable, but not recommended)

**Admission Tickets** are FREE, but are single-entry only. After you sign-up, tickets will be mailed to your chapter around mid-April.

For Fair Parking, each chapter is responsible for their own volunteers' parking cost. Fairplex Daily Parking Fee is \$22.50 (in-advance) or \$26 (at the gate) for 2025. Please note parking will not be available for purchase online the day of your visit and must be purchased at the gate. **Our CEF Fair Booth is located closer to Blue Lot / Gate 9.**

Detailed parking ticket purchase information can be found online at <https://www.lacountyfair.com/general-information/> To stream-line entry, Fairplex is a cashless venue. Parking toll lanes will accept debit or credit cards only.

## LA COUNTY FAIR 2025 SCHEDULE

>>> May 2025

LA County Fair Schedule May 2-26 (16 days)

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			30 CEF Booth Set-up	1	2 South Bay	3 San Gabriel Valley
4 San Bernardino	5 Fair Closed	6 Fair Closed	7 Fair Closed	8 Long Beach	9 Long Beach	10 San Gabriel Valley
11 (Mother's Day) 11AM-5PM 5PM-11PM	12 Fair Closed	13 Fair Closed	14 Fair Closed	15 11AM-5PM 5PM-11PM	16 Mid-Cities	17 Mid-Cities
18 Mid-Cities	19 Fair Closed	20 Fair Closed	21 Fair Closed	22 San Fernando Valley	23 11AM-5PM 5PM-11PM	24 Spanish
25 11AM-5PM 5PM-11PM	26 Pasadena (Memorial Day)	27 CEF Booth Takedown	28	29	30	31



# FAIR WORKERS TRAINING

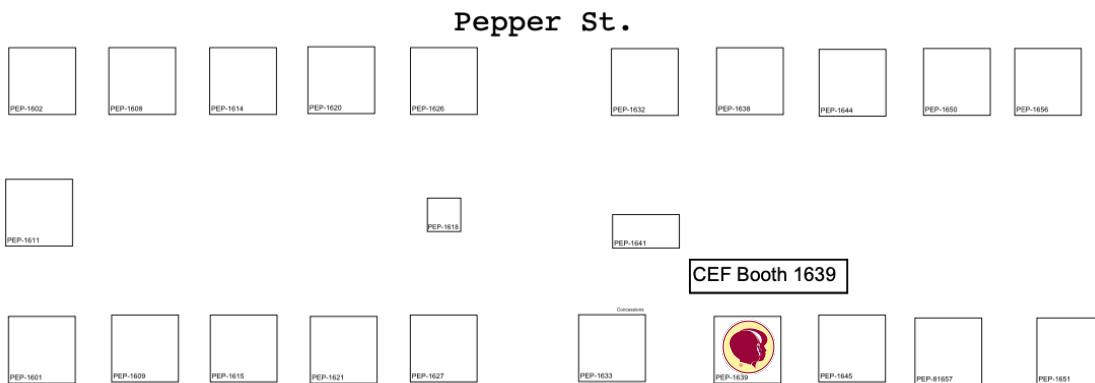
Please visit <https://cefsgv.org/training/fair> for an e-copy of this manual and more Fair Workers Training resources.

## Who attends this Fair Workers Training?

All who will be involved: team captains, story tellers and outside workers. If you include your prayer warriors, they will be more aware of and ready to pray.

## What is taught in this Fair Workers Training?

- Share a testimony from last year and results of last year.
- Go over duties and instructions for each role: Team Captain, Story Tellers and Outside Workers (Hosts/Hostesses)
- Demonstrate how to invite children into the booth
- Watch the Wordless Book Demo Video (8-10 minutes)
- Practice Invitation and Counseling (Use WB Bookmarks & Link Statements)
- Show the items to give away in the booth
- Explain how to fill out a Story Teller’s Report Sheet
- Explain how to tally up and submit Daily Stat Report on the last shift of the day
- Explain about Tickets, Parking and Fair Map (CEF Booth # 1639); make sure everyone knows where the booth is located.





CEF Booth 1639 location on Pepper Street at LA County Fair between Expo Building #6 and #7



# DUTIES & INSTRUCTIONS FOR FAIR WORKERS

"Let all things be done decently and in order." I Cor. 14:40

## DIRECTOR OR APPOINTED TEAM CAPTAIN

1. Enlists Fair workers and conducts Fair training for all serving in the fair.
2. Responsible for seeing that all is in readiness for the day.
3. Makes sure the booth remains adequately manned at all times.
4. Assists story tellers and outside workers (hosts or hostesses)
5. Tally up **ALL Story Tellers Tally Sheets** for the day, then adds it to the **Daily Stat Report Sheet** (on clipboard located in the booth).

Story Teller Tally Report Sheet

Contacts <small>(Those who heard the story)</small>		Decisions <small>(Those who believed in Jesus for the first time)</small>	
Children		Children	
Teens		Teens	
Adults		Adults	
Total Contacts: 24		Total Decisions: 8	
Your Name: Bob Jones	Date: 5/7/16	Time: 3pm-6pm	Chapter Name: Sample Chapter Name

Sample

DO NOT REMOVE THIS SHEET FROM BOOTH!

6. Submit the **Daily Stat Report** electronically to <http://cefsgv.org/fairstat> Or simply Snapshot a picture of the Daily Stat Report Sheet and email to [cefsgv@gmail.com](mailto:cefsgv@gmail.com) or text to [\(626\) 445-5810](tel:6264455810)   
\*\*\* The responsible Chapter Director will be contacted the next morning if the daily stat report is not received.\*\*\*
7. Make sure the booth is cleaned up and properly closed at night.
8. Check supplies needed for the next day and notify Admin Support if supplies are inadequate.

FAIR DAILY STAT REPORT SHEET 2025

Date/ Chapter	Contacts				Professions			
	Children	Teens	Adults	Totals	Children	Teens	Adults	Totals
5/2 South Bay								
5/3 San Gabriel Valley								
5/4 San Bernardino								
5/8 Long Beach								
5/9 Long Beach								
5/10 San Gabriel Valley								
5/11								
5/15 San Gabriel Valley								
5/16 Mid-Cities								
5/17 Mid-Cities								
5/18 Mid-Cities								
5/22 San Fernando Valley								
5/23								
5/24 Spanish								
5/25								
5/26 Pasadena								
Grand Total								

SEE YOU THE LAST MORNING AT THE END OF THE DAY!

SCAN HERE FOR DAILY STAT REPORT

1 TALLY UP ALL CONTACTS AND DECISIONS FROM ALL STORY TELLERS  
2 SCAN THE QR CODE ON THE WALL FOR DAILY STAT REPORT ONLINE. OR TAKE A SNAPSHOT OF THIS TALLY SHEET AND EMAIL THE PICTURE TO [cefsgv@gmail.com](mailto:cefsgv@gmail.com) OR TEXT TO (626) 445-5810  
3 PLEASE TURN OFF THE LIGHTS BEFORE YOU LEAVE BY SWITCHING OFF THE POWER STRIPS.  
4 PLEASE CLOSE THE CURTAIN.  
© 2025 FAIR. ALL RIGHTS RESERVED. FAIR IS A REGISTERED TRADEMARK OF FAIR INTERNATIONAL. CONTACT: (626) 445-5810

**Duties for those working the last shift of the day**

- Step 1: Please total up all **Story Teller Tally Sheets** from the day and enter them in the above chart. This must be done **every day** at the closing of the booth.
- Step 2: Scan the QR code on the wall for Daily Stat Report Online. Or take a snapshot of this tally sheet and email the picture to [cefsgv@gmail.com](mailto:cefsgv@gmail.com) or text to (626) 445-5810
- Step 3: Please turn off the lights before you leave by switching off the power strips.
- Step 4: Close the curtain.

Any problems or questions? Call the State Office at 818-349-9883 or Scott Julian 310-614-1998

# LA County FAIR REPORT SHEET 2024

Date / Chapter	Contacts				Professions			
	Children	Teens	Adults	Totals	Children	Teens	Adults	Totals
5/3 Riverside	17	0	8	25	0	0	0	0
5/4 Pasadena	32	19	33	84	17	5	2	24
5/5 San Bernardino	18	5	26	49	0	0	0	0
5/9 Long Beach	21	11	26	58	0	2	2	4
5/10 Long Beach	27	0	30	57	2	0	2	4
5/11 San Gabriel Valley	24	0	43	67	9	0	2	11
5/12	0	0	0	0	0	0	0	0
5/16 San Gabriel Valley	15	0	16	31	3	0	1	4
5/17 Mid-Cities	67	17	35	119	10	0	1	11
5/18 Mid-Cities	66	9	41	116	29	4	8	41
5/19 Mid-Cities	44	15	27	86	23	6	3	32
5/23 San Fernando Valley	9	7	9	25	0	0	0	0
5/24 San Fernando Valley	32	7	37	76	7	2	4	13
5/25 Spanish	26	10	36	72	13	4	2	19
5/26 San Fernando Valley	47	15	41	103	9	0	0	9
5/27 Antelope Valley	54	13	38	105	0	2	0	2
<b>Grand TOTAL</b>	<b>499</b>	<b>128</b>	<b>446</b>	<b>1,073</b>	<b>122</b>	<b>25</b>	<b>27</b>	<b>174</b>

### Duties for those working the last shift of the day:

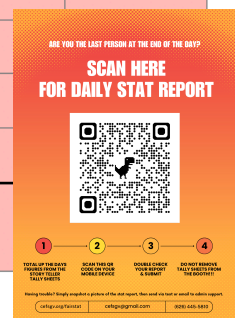
- Please total up the days figures from the tally sheets and enter them in the above chart. This must be done every day at the closing of the booth.
- Please turn off the lights and fans before you leave by switching off the power strips.
- Close the curtain.

Any problems or questions? Call the State Office at 818-349-9883 or Scott Julian 310-614-1998




**DAILY STAT REPORT SHEET 2025**

Date/ Chapter	Contacts				Professions			
	Children	Teens	Adults	Totals	Children	Teens	Adults	Totals
5/2 South Bay								
5/3 San Gabriel Valley								
5/4 San Bernardino								
5/8 Long Beach								
5/9 Long Beach								
5/10 San Gabriel Valley								
5/11								
5/15 San Gabriel Valley								
5/16 Mid-Cities								
5/17 Mid-Cities								
5/18 Mid-Cities								
5/22 San Fernando Valley								
5/23								
5/24 Spanish								
5/25								
5/26 Pasadena								
<b>Grand Total</b>								



**Duties for those working the last shift of the day**

- Step 1: Please total up all **Story Teller Tally Sheets** from the day and enter them in the above chart. This must be done **every day** at the closing of the booth.
- Step 2: Scan the QR code on the wall for Daily Stat Report Online. Or take a snapshot of this tally sheet and email the picture to [cefsgv@gmail.com](mailto:cefsgv@gmail.com) or text to (626) 445-5810
- Step 3: Please turn off the lights before you leave by switching off the power strips.
- Step 4: Close the curtain.

Any problems or questions? Call the State Office at 818-349-9883 or Scott Julian 310-614-1998



## LA COUNTY FAIR DAILY STAT REPORT

Are you the last person of the day? Thank you for your hard work and faithful service!

All the individual **Story Teller Tally Report Sheets** of the day are to be totaled. The sum # needs to be recorded on the day's end **LA County Fair Report Sheet** and submitted on the below **online Daily Stat Report Form**.

Before submission, please **DOUBLE CHECK** the math to ensure **CORRECT** stats are reported.

**ARE YOU THE LAST PERSON AT THE END OF THE DAY?**

# SCAN HERE FOR DAILY STAT REPORT

**1**

**TOTAL UP THE DAYS  
FIGURES FROM THE  
STORY TELLER  
TALLY SHEETS**

**2**

**SCAN THIS QR  
CODE ON YOUR  
MOBILE DEVICE**

**3**

**DOUBLE CHECK  
YOUR REPORT  
& SUBMIT**

**4**

**DO NOT REMOVE  
TALLY SHEETS FROM  
THE BOOTH!!!**

Having trouble? Simply snapshot a picture of the stat report, then send via text or email to admin support.

cefsgv.org/fairstat

cefsgv@gmail.com

(626) 445-5810

## OUTSIDE WORKERS - HOST OR HOSTESS

- Stand in front of the booth.** But don't block the door. Not far out in the street. The Fair restricts us from going too far outside the booth. The objective is to invite the children into the booth to hear the gospel. If a parent is with the child ask the parent's permission for the child to enter the booth and invite them in as well. DO NOT ALLOW PEOPLE TO COME AND VISIT IN THE BOOTH AND TAKE UP VALUABLE TIME. Be sure someone is manning the inviting post at all times so as not to miss any children going by due to your visiting. This job is for those unafraid of asking people in. BE ENTHUSIASTIC! SMILE! Pray while you see people coming. There are brochures and info request forms outside if someone has a question about CEF.
- Invite them in!** To the children - "The story is about to begin...!", or "How about coming in to hear a wonderful Bible story?" Only takes 8 minutes!! To teens - "Good News For You," "the best news you will ever hear!" etc. This works for adults also.
- USE A PUPPET OR BUBBLE GUN** to invite children into the booth. It is perfectly alright to add to the thrill of the fair. If you desire to do something like that be sure they know they will hear a story not a puppet play.
- Our primary aim** - is for the children to hear the story. Those who invite have first contact with the children. Make it pleasant. If parents are there, let them know they are welcome to join their children and the story will take about 8 minutes.
- Get names** and addresses of adults interested in CEF on information request cards provided.





## STORY TELLERS

1. Greet the children as they come into the booth, and then proceed to tell the story for **8-10 minutes**. Keep in mind that's all the time you have!!!
2. Use the WORDLESS BOOK story ONLY to present a clear message of the gospel.
3. Give the invitation to receive Christ.
4. Encourage them to pray to God IF they are believing in Christ as Savior for the first time.
5. Give them the handouts provided.
6. Fill out the Story Teller Tally Report Sheet immediately after each story told. Don't wait until the end of your shift!
7. Total your record sheet when you leave the booth and place it in the record box.
8. Share any interesting stories of the children online. These stories are always needed.

Story Teller Tally Report Sheet

Contacts <small>(Those who heard the story)</small>		Decisions <small>(Those who believed in Jesus for the first time)</small>	
Children 		Children 	
Teens 		Teens 	
Adults 		Adults 	
Total Contacts: 24		Total Decisions: 8	
Your Name: Bob Jones	Date: 9/7/16	Time: 3pm-6pm	Chapter Name: Sample Chapter Name

**DO NOT REMOVE THIS SHEET FROM BOOTH!!**

HAVE YOU MET AN INTERESTING CHILD TODAY?

**SCAN TO SHARE  
YOUR AMAZNG STORY**



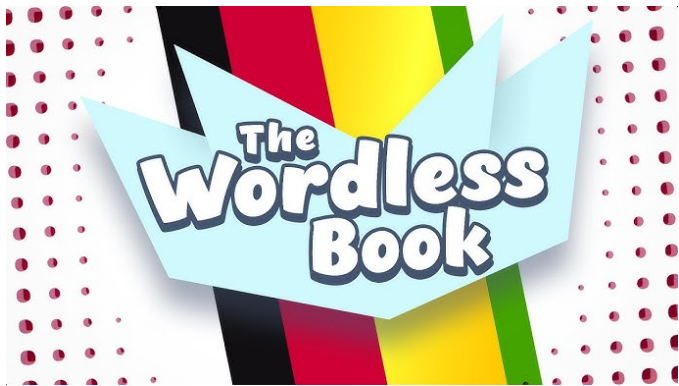
CAPTURE THE MOMENT ON YOUR MOBILE TO UPLOAD LATER

Having trouble? Simply send via text or email to admin support.

[cefgv.org/contact-us](http://cefgv.org/contact-us)
[cefgv@gmail.com](mailto:cefgv@gmail.com)
 (626) 445-5810



## THE WORDLESS BOOK DEMO



Video Transcript:

[Intro] *Have you ever seen a book like this? It doesn't have any words—only colors. These colors tell the best story in the whole world. It all starts on the Gold Page.*

[Gold Page] What does gold remind you of? Maybe you think of jewelry or buried treasure. Gold reminds me of heaven. The Bible, God's Word to people says there's a street made of gold in a beautiful place called heaven. More

amazing than a street made of gold is that heaven is God's perfect home! Do you know who God is? He is the Creator. God the Creator made the whole world and everything in it. He is perfect so you can trust what He says in the Bible. In **John 3:16, it says "For God so loved the world..."** The world is talking about you, me, and all people! People are God's most special creation because we were made to have a relationship with God.

[Link Statement] *But even though you were made to have a relationship with God there is one thing that keeps you away from Him sin.*

[Dark Page] Sin is anything you think, say, or do that makes God sad or breaks God's laws, like thinking mean thoughts acting selfish or lying. **Romans 3:23 tells us "...all have sinned..."** Everyone, including you, has sinned. The Bible says that the punishment for sin is to be separated from God forever. You can't have the relationship with God that He made you to have with Him and it keeps you from being able to live with Him in heaven.

[Link Statement] *But God loves you so much He did something incredible to rescue you, me, and the whole world from sin.*

[Red Page] God sent Jesus, God the Son! Jesus left His home in heaven to come to earth as a baby. He grew up like all kids do but unlike all of us, Jesus was perfect. He never thought, said, or did anything wrong. When Jesus grew up, He taught people about God. He did things only God could do to show that He is God. Even though Jesus was perfect He willingly let Himself be arrested, beaten and have His hands and feet be nailed to a cross where He bled and died. The Bible tells us in **1 Corinthians 15:3 that "...Christ died for our sins in accordance with the Scriptures..."** God planned for Jesus to die on the cross to take the punishment for your sins. But Jesus didn't stay dead. The next verse says, **"...that he was buried, that he was raised on the third day in accordance with the Scriptures."** Jesus came back to life! He showed Himself to others to



prove He was truly alive. Jesus is still alive today and He lives in heaven reigning as King of the world.

[\[Link Statement\]](#) Because of what Jesus did you can be saved from sin.

**[Clean Page]** **John 1:12** says “**But to all who did receive him, who believed in his name he gave the right to become children of God.**” This means if you believe in who Jesus is and that what Jesus did on the cross is the true and only way to be saved from your sin then you will be rescued from sin’s punishment. God promises to make you His child! You’ll still be part of your family on earth but you’ll also be part of God’s forever family. While you’re on earth you can talk to God any time and He promises to always help you. And when you die, you will go to live with God in heaven forever.

**[Invitation]** **Will you believe in what Jesus did for you today?** You can tell God that you are sorry for your sin and believe Jesus died to rescue you from its punishment. **When you believe in Jesus, whose child do you become?** You become God’s child. Remember what the verse said? God promises to make you His child when you believe Jesus, God the Son died for your sins. But there’s another promise God has for you after you believe in Jesus. God promises that He will always be with you. **God said, “I will never leave you nor forsake you.”** He will never abandon you or be too busy for you. You will have His strength and power to do what is right but what do you do when you sin after becoming God’s child? God loves you so much that He tells you what to do when you sin. **1 John 1:9** says, **“If we confess our sins, he is faithful and just to forgive us our sins and to cleanse us from all unrighteousness.”** Confess means to tell God that you have sinned. God promises to forgive you and He will help you live His way instead.

**[Green Page]** **We’re on the last color.** Green reminds us of what **2 Peter 3:18** says **“But grow in the grace and knowledge of our Lord and Savior Jesus Christ.”** If you are a child of God, He gives you the ability and the knowledge to help you know Him better and live His way. You can get to know God better by going to a church that teaches the Bible reading the Bible for yourself and talking to Him. You can live God’s way by obeying what He says in the Bible. You can also tell others about what Jesus did for you and that He can save them, too. If you believe in Jesus thank Him right now for sending Jesus saving you from sin and making you His child forever. And that’s how these colors tell the best true story.

## THE HANDOUTS

Before the fair, we endeavored to put all the handouts in a plastic bag so that all we need to do is give the children one item, the bag. If however, we run out of stuffed bags, or some items were left out, be sure these are given out anyway.



A miniature Wordless Book with script will be included in the bag.



One of the Gospel Tracts will be in each bag to hand out. The tract cover may vary, but one will be included in the bag.

We are not allowed to give out anything else except the above approved items!

If a child or family does not have a Bible, please point them to the Gideon's booth where they can receive a free Bible.



## Gold

### Who Is God

- ▶ God made all things.
- ▶ God loves you very much.
- ▶ God is holy (perfect).
- ▶ God has made a perfect place in Heaven for you.

John 3:16a

Explain who God is: He made everything—the trees, the mountains, He made you.

God loves you very much and He is preparing a place in Heaven for His children.

He is perfect and His home in Heaven is, too.

"But there is one thing that can never be in Heaven. That is sin."



## Dark

### Problem/Need

- ▶ Definition of sin
- ▶ Examples of sin
- ▶ Born in sin
- ▶ Punishment: separated from God

Romans 3:23a

Sin is anything that does not please God. Examples: lie, steal, etc. We are born with a "want to" to do wrong things. The Bible says we must be punished for our sins by being separated from God forever and ever.

"God has a wonderful plan so that you don't have to be punished for your sin."



### Solution/Way

- ▶ Jesus is the perfect Son of God.
- ▶ Willingly took your punishment; the only one who could take your punishment
- ▶ Bleed and died
- ▶ Came back to life
- ▶ Now in Heaven with His Father as King

1 Corinthians 15:3b-5a  
Hebrews 9:22b

Jesus the Son of God never did anything wrong. He willingly took the punishment for your sin on the cross. Christ gave His blood for you. He died and was buried but He rose again. Now He is in Heaven.

"Because of what the Lord Jesus did for you, you can have your sins forgiven."



## Clean

### Appropriation Invitation

- ▶ Read & explain John 1:12 phrase by phrase.
- ▶ Do you believe on Jesus? Would you like to tell Him that now?
- ▶ Ask thought-provoking questions on each page of the Wordless Book (use counseling tool).

### Prayer

- ▶ If you believe these things, would you like to tell God that right now? (Let child pray.)

### Assurance

Whose child are you now? How do you know? (John 1:12)  
Hebrews 13:5b, 6a  
Never leaves you, gives you power to do what is right.

### Confession

"When you become God's child, He wants you to get to know Him better."

## Green

### Spiritual Growth

- ▶ Growing in Christ
- ▶ G-Go to church and Sunday school.
- ▶ R-Read God's Word each day and:
- ▶ PRAY about what you're reading.
- ▶ O-Obey God!
- ▶ W-Witness to others, tell about Jesus.

2 Peter 3:18

Green reminds us of things that grow. Now that you have believed in the Lord Jesus Christ, you should grow in Him.

- Give literature
- Thank you prayer
- Pray for the child

**“But there is  
one thing that  
keeps you  
apart from God.  
That is sin.”**

**“God has a  
wonderful plan  
so you and I  
don’t have to be  
punished for our  
sins.”**

**“And now  
because of what  
the Lord Jesus  
did for you, you  
can have your  
sins forgiven.”**

**“When you  
become God’s  
child, you can  
get to know  
Him better.”**

## **DO'S AND DON'TS FOR ALL WORKERS**

1. Be neat and well dressed. Shorts are OK. Modesty is the issue. Ladies, if wearing a skirt, make sure that it covers your knees when you are seated and your top is not revealing anything... Wear a Good News Club or CYIA T-shirt if you have one.
2. Do not entertain friends while on duty; spend time with them when your assignment is over.
3. Do not use the booth for storage. The space is needed for supplies and workers items.
4. Do not argue doctrine or promote a particular church or denomination while at the booth.
5. Do not give anything out that is not cleared with the CEF State Office. There are certain restrictions while we are at the fair, we cannot do things that would conflict with other vendors such as giving away things that others sell during the fair. We have sent a sample of all the things that are given away at the booth to the Fair Office; they will expect us to hold to our plans.
6. Do not be late. Please be on time for your assigned period. And if possible, be a little early so the worker you are relieving will have time to give any needed information. REMEMBER... Allow plenty of time for parking and walking to the booth.
7. Maintain a good Christian witness at all times. You are there first of all, to represent the Lord Jesus Christ. Secondly, you represent Child Evangelism Fellowship. The Gospel is to be presented in its clearest form in the wordless book presentation and handouts.
8. Keep the booth as neat and clean as possible. Keep literature in neat piles.



## **PROBLEMS ENCOUNTERED AT THE FAIR:**

1. UNTRAINED PEOPLE. We have had many people in the booth who absolutely did not know what to do! This must not happen. You can avoid this through good training for them!
2. A less than enthusiastic "out front" person. The person inviting the children in must be on guard All the time. This is key to good attendance in the booth. Invite families with the kids.
3. Underage Fair worker did the inviting outside the booth as well as did the story telling in the booth. This is not wise. We have seen some discipline problems, a lack of respect, and other issues arose from that. All those who are assigned a spot in the booth need to be a CYIA'er or at least in high school or older. A child may help an adult playing with the bubbles or puppets...only in addition to a scheduled qualified adult worker.
4. Teens inviting only teens into the booth are another problem. One teen was asked why she did this, she said she felt more comfortable. Please remind the team that CEF stands for "Child Evangelism Fellowship". Our mission focuses on children ages 5-12.
5. Last but not least, all tally sheets and stat report needs to stay in the booth. Please do not take any of the tally sheets or stat report sheet home!!! At the end of the day, total up the story teller tally sheets, fill in the Daily Stat Report Sheet on the wall and submit the stats online on the last shift is very important. We need to do this diligently because stat reporting is vital to let our CEF Headquarter, our donors and ministry partners know the impact they have made through our Ministry. Some story tellers took their tally sheets home and we never did get a correct count. Therefore, please reiterate that all paperwork remain inside the booth.



## Incident Reporting

Any problems or questions? Call the **State Office at 818-349-9883** immediately and if necessary, leave a message.

- 1.) Remember you are not a social worker; DO NOT try to handle incidents by yourself.
- 2.) Document the incident by filling out the below form, which will be automatically sent to LA County Fair Admin Support and CEF So Cal State Office. If you do not hear back from someone within minutes, please call **Scott Julian 310-614-1998** directly! Do not wait!
- 3.) Do not give any written communication to the parties involved in the incident without the CEF state office approval. Thank you!

**GOT A PROBLEM?**


# SCAN TO FILE INCIDENT REPORT



**UPLOAD PICTURES/VIDEOS IF AVAILABLE**

**Having trouble? Call State Office 818-349- 9883 Immediately!**

**If you do not hear back from someone within minutes,  
call Scott Julian directly at 310-614-1998.**



## Incident Report Form

for LA County Fair Only

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Which Day/Chapter Are You With? \*

Please Select

- Friday 05/02 (South Bay)
- Saturday 05/03 (San Gabriel Valley)
- Sunday 05/04 (San Bernardino)
- Thursday 05/08 (Long Beach)
- Friday 05/09 (Long Beach)
- Saturday 05/10 (San Gabriel Valley)
- Sunday 05/11 (Mother's Day)
- Thursday 05/15 (San Gabriel Valley)
- Friday 05/16 (Mid-Cities)
- Saturday 05/17 (Mid-Cities)
- Sunday 05/18 (Mid-Cities)
- Thursday 05/22 (San Fernando Valley)
- Friday 05/23
- Saturday 05/24 (Spanish)
- Sunday 05/25
- Monday 05/26 (Pasadena)

## LA COUNTY FAIR PERSONNEL SHEET (FOUR 3-HOUR SHIFT TEMPLATE)

### Opening Shift (11am-2pm)

Full Name	Mobile Phone #	Role	CPP Until Date
		Story Teller #1	
		Story Teller #2	
		Greeter #1	
		Greeter #2	

### Afternoon Shift (2pm-5pm)

Full Name	Mobile Phone #	Role	CPP Until Date
		Story Teller #1	
		Story Teller #2	
		Greeter #1	
		Greeter #2	

### Evening Shift (5pm-8pm)

Full Name	Mobile Phone #	Role	CPP Until Date
		Story Teller #1	
		Story Teller #2	
		Greeter #1	
		Greeter #2	

### Closing Shift (8pm-11pm)

Full Name	Mobile Phone #	Role	CPP Until Date
		Story Teller #1	
		Story Teller #2	
		Greeter #1	
		Greeter #2	

## LA COUNTY FAIR PERSONNEL SHEET (THREE 4-HOUR SHIFT TEMPLATE)

### Open Shift (11am-3pm)

Full Name	Mobile Phone #	Role	CPP Until Date
		Story Teller #1	
		Story Teller #2	
		Greeter #1	
		Greeter #2	

### Afternoon Shift (3pm-7pm)

Full Name	Mobile Phone #	Role	CPP Until Date
		Story Teller #1	
		Story Teller #2	
		Greeter #1	
		Greeter #2	

### Closing Shift (7pm-11pm)-1

Full Name	Mobile Phone #	Role	CPP Until Date
		Story Teller #1	
		Story Teller #2	
		Greeter #1	
		Greeter #2	

## LA COUNTY FAIR PERSONNEL SHEET (TWO 6-HOUR SHIFT TEMPLATE)

### Opening Shift (11am-3pm)

Full Name	Mobile Phone #	Role	CPP Until Date
		Story Teller #1	
		Story Teller #2	
		Greeter #1	
		Greeter #2	

### Closing Shift (7pm-11pm)-1-1

Full Name	Mobile Phone #	Role	CPP Until Date
		Story Teller #1	
		Story Teller #2	
		Greeter #1	
		Greeter #2	