**Booth Instructions**

1. Collect a transportation ticket
2. Verify they have their IDs. If they don’t have all 3 IDs (State ID, Social Security, and Birth Certificate) you cannot help them.
3. Spread cards out and let them pick the one they want (remember to collect the card back from the participant)
4. If they present a wild card - keep the wild card and mark on their life card that they took care of it
5. Remember- check marks represent positive interactions and x's represent negative
6. No agency can cash/accept checks except for the bank.

**Church Instructions**

**Food Bank**

* Ask them if they are employed. Ask them if they have any money. If they answer “no” to both of these questions then they qualify for free food. If they have a job or money (even if they answer “no” but you can see money in their packet) turn them away and keep their transportation token.

**Clothes Closet**

* The first 4 people receive an outfit for job search and interview. The 5th is told no clothes in their size – check back next week.
* Wild Cards or the Career Center may send people for clothes – place a 🗹 in the appropriate section (labeled Career Center or Wild Cards).

**AA/NA**

* Each person must draw a card. Place a 🗹 in the box if they draw a positive action card and a 🗷 if they draw a negative action card.

\*\*\*On the participant's Life Cards: 🗹 represents a good transaction

🗷 represents a negative transaction

\*\* It is not possible to predict every scenario that you may see. Please have fun with your role and keep in mind we want participants to understand the struggle associated with the return to society.

**Church Box Inventory**

Please verify that all items are in your box.   
Contact a facilitator if anything is missing

* Ink Pen
* Notepad for taking notes
* AA/NA Action Cards
* Name displays for table
* Instructions



If they complete a “Wild Card” at your booth, put a 🗹