

## VOLUNTEER / CONSTRUCTION RULES & STANDARDS

### **ALL VOLUNTEERS MUST READ**

"Extreme Makeover: Home Edition" and Classic Homes of Maryland wishes to *thank you* in advance for your time to make the show such a success. The completion of the home makeover could not be done without great volunteers like yourself! We want to stress "*safety first*" for everyone on hand to make a successful show. There are a few rules we must enforce in order to complete the home makeover in our timeline:

Due to excellent community support, we cannot guarantee that everyone will be able to work on-site. We appreciate everyone and will do our best but under no circumstance can we ensure that you will be chosen to enter the construction site.

You **MUST** be 18 to volunteer.

You must have fully completed **Volunteer and Appearance release forms** to volunteer and/or get a shirt for work. Form is available ONSITE.

WE RESERVE THE RIGHT TO ASK ANYONE AT ANYTIME TO LEAVE THE SET. With such EXTREME working conditions we may have to clear the site in order to finish this huge undertaking.

Media, VIP, Friends, Family or Production Guests should go through production or your corresponding department when arriving at the site to know where they are supposed to be located.

### **THIS IS A HOME CONSTRUCTION SITE**

1. Please be aware that this is a real construction site. Keep an eye out for heavy machinery, tools, and sharp materials at all times. Please watch your step.
2. FULLY CLOSED SHOES/BOOTS are REQUIRED on set. There are NO EXCEPTIONS.
3. Without the permission of production, NO ONE UNDER THE AGE OF 18 ALLOWED IN AND AROUND THE BUILD SITE. This is an insurance and liability issue for the Construction and Production team.
4. There are many construction workers who have been working around the clock to complete the home in 7 days, please be courteous to them.

### **T-SHIRTS**

1. Volunteers will get a t-shirt only when they are sent to the site to work, not before.
2. At no time shall this Check-In area be able to hand out t-shirts to anyone who is not a registered worker or volunteer.

3. You are issued ONE "EMHE" blue volunteer t-shirt only for the hours of volunteer work at the house. This shirt must be worn at all times while you are on the "set."
4. If you are coming back to volunteer again, please launder and wear your original t-shirt.
5. There are to be NO alterations done to this t-shirt. You are not allowed to cut, draw, or write on this t-shirt.
6. Only one shirt per Volunteer. If you are coming back to volunteer again, please launder and wear your original t-shirt.

### **WORKING SITE**

We are racing against the clock to complete the home makeover in 7 days.

1. Everyone in the home must be working.
2. If you are loitering, or taking a tour you will be asked to leave. You are welcome to water and snacks but this is not a place to "hang out."
3. Unless given specific work duties, you should not be roaming the set. You will be asked to stand by in a designated area as deemed by your Volunteer Coordinator.
4. Volunteers may be asked to do physical labor. If you have any restrictions or conflicts, please inform the volunteer Coordinator.
5. We are not responsible for any lost or stolen items. Please leave all of your personal effects in your car or at home.
6. Please return all hard hats at the end of your work shift. Do not alter the hardhats with decals or autographs, as they are the property of the Classic Homes of Maryland. We only have a limited supply and are concerned with the safety of all who enter the site.

### **CAMERAS**

1. There are absolutely NO CAMERAS, CAMERA PHONES, OR 'VIDEO CAMERAS allowed in the house AT ANY TIME. You will be asked to leave if seen taking photos or videos.
2. Volunteers may NOT bring cameras on site. We uphold a productive work site and ask that everyone does the same.

### **PRODUCTION STAFF**

1. Once on set, DO NOT interfere with the Camera Crew or Cast. This is a television show and in order to successfully complete shooting, we need full cooperation from everyone involved.
2. There is a large TV Production staff all working to complete the home with the contractors and designers. We ask that you do not disturb the Camera, Audio, or Producers when they are working. Please see your Volunteer Coordinator if you have any questions.
3. Please remember that we are all here to make a difference in the lives of a very deserving family. We sincerely appreciate the hard work you extend to us on this project and we thank you for your compliance with these issues. Work hard, be safe, and have FUN! :-D

Sincerely,

**The PRODUCTION STAFF of "EXTREME MAKEOVER: HOME EDITION"  
and CLASSIC HOMES OF MARYLAND**