Log onto MyVolunteerPage.com to both create an account and to sign up for activities [www.myvolunteerpage.com](http://www.myvolunteerpage.com).

**NEW VOLUNTEERS- enter the word “SARATOGA” to search for an organization.**

(keep this form to record your user name and password)

✓ My USER NAME is: ____________________

✓ My PASSWORD is____________________

✓ Use the “OPPORTUNITIES” tab to see activities that need volunteers. Until you have completed the new volunteer training you will only see a limited number of events.

✓ Click on each activity to see further details. Click “SIGN UP”, and you’re in!

✓ Remove yourself from an activity by clicking on the Schedule area to see an event.

✓ Update any personal information on the “PROFILE” tab. You can even add a photo and set certain volunteer goals for yourself.

✓ See your hours log under the “HOURS LOG” (allow one month for hours to be recorded)

✓ Email [volunteer@montalvoarts.org](mailto:volunteer@montalvoarts.org) for help with logging in or questions.

✓ Smile! We are thankful you are a volunteer