



A volunteer finds  
an opportunity  
to volunteer

MARCH 2016

# Volunteers receive an email

Dear Tricia,

Here are today's top 5 services....check out [ALL PENDING REQUESTS](#) for more!

**Details of this urgent request**

| When  | Member | Address                  | Service Type |                              |
|---|--------|--------------------------|--------------|------------------------------|
| <b>URGENT NEW</b> Wednesday, 03 / 16 / 2016 at 10:00 AM | BR     | Cragmont Ave., Berkeley  | Drive        | <a href="#">MORE DETAILS</a> |
| <b>URGENT</b> Wednesday, 03 / 16 / 2016 at 10:45 AM     | FM     | Alamo Ave, Berkeley      | Drive        | <a href="#">MORE DETAILS</a> |
| <b>NEW</b> Saturday, 04 / 09 / 2016 at 1:15 PM          | TF     | Menlo Place, Berkeley    | Drive        | <a href="#">MORE DETAILS</a> |
| Thursday, 03 / 17 / 2016 at 2:45 PM                     | CH     | Hillegass Ave., Berkeley | Drive        | <a href="#">MORE DETAILS</a> |
| Friday, 03 / 18 / 2016 at 12:15 PM                      | GL     | Clarewood Dr., Oakland   | Drive        | <a href="#">MORE DETAILS</a> |

Click here for all PENDING requests:

[ALL PENDING REQUESTS](#)

**See all opportunities to volunteer**



Edit profile | Signed in as manuel@helpfulvillage.com. Not you? Sign out



VILLAGE INFO



MEMBERS



EVENTS



VOLUNTEERS



CONTACT



ADMIN

## LIST OF SERVICE REQUESTS

Details of this request

| Date                    | Pick-up time | Back-home time | Status    | Member             | Service type | Specific needs        |             |
|-------------------------|--------------|----------------|-----------|--------------------|--------------|-----------------------|-------------|
|                         |              |                | Requested |                    | All          |                       |             |
| 03-21<br>Mon <b>NEW</b> | 10:00 AM     | 1:00 PM        | Requested | Annette<br>Acevedo | Drive        | Collapsible<br>walker | <b>VIEW</b> |

Color code of each row's background:

White: Standard Service Request

Blue: NEW Request (created in the last 24 hours)

Green: MATCHED Request (In my volunteer todo list)

# SERVICE REQUEST DETAIL

| Date      | Pick-up time | Back home time | Status    | Member     | Service type | Specific needs     |
|-----------|--------------|----------------|-----------|------------|--------------|--------------------|
| 03-21 Mon | 10:00 AM     | 1:00 PM        | Requested | Annette A. | Drive        | Collapsible walker |

## ADDITIONAL INFO

Purpose: Visit the village

Home Address: Throckmorton Ave, Mill Valley

Destination Address: Marin Villages Office, Redwood Highway, San Rafael

Start Date: 03-21 at 10:00 AM

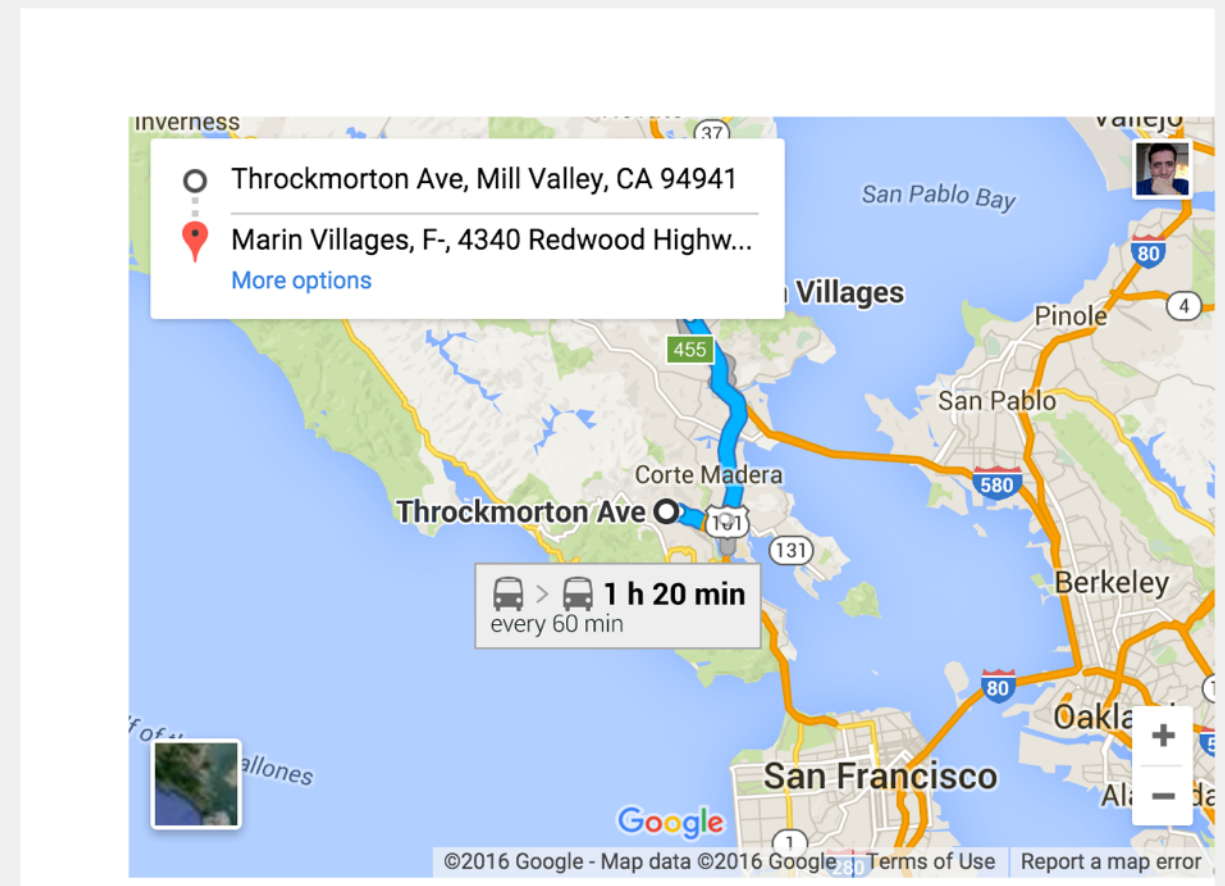
End time: 1:00 PM

This is a **Round trip**

Specific Needs: Collapsible walker

I CAN DO IT. I VOLUNTEER !

SEE ALL PENDING REQUESTS



**You volunteer button!  
One click and you are  
matched**

# Confirmation message

## SERVICE REQUEST DETAIL

| Date      | Pick-up time | Back home time | Status  | Member          | Service type | Specific needs |
|-----------|--------------|----------------|---------|-----------------|--------------|----------------|
| 03-17 Thu | 11:30 AM     | 11:45 AM       | Matched | Annette Acevedo | Drive        |                |

### ADDITIONAL INFO

Purpose: TEST ride

Home Address: 375 Throckmorton Ave, Mill Valley

Destination address: Marin Villages Office. 4340 Redwood Highway, San Rafael

Phone: [4155899544](tel:4155899544)

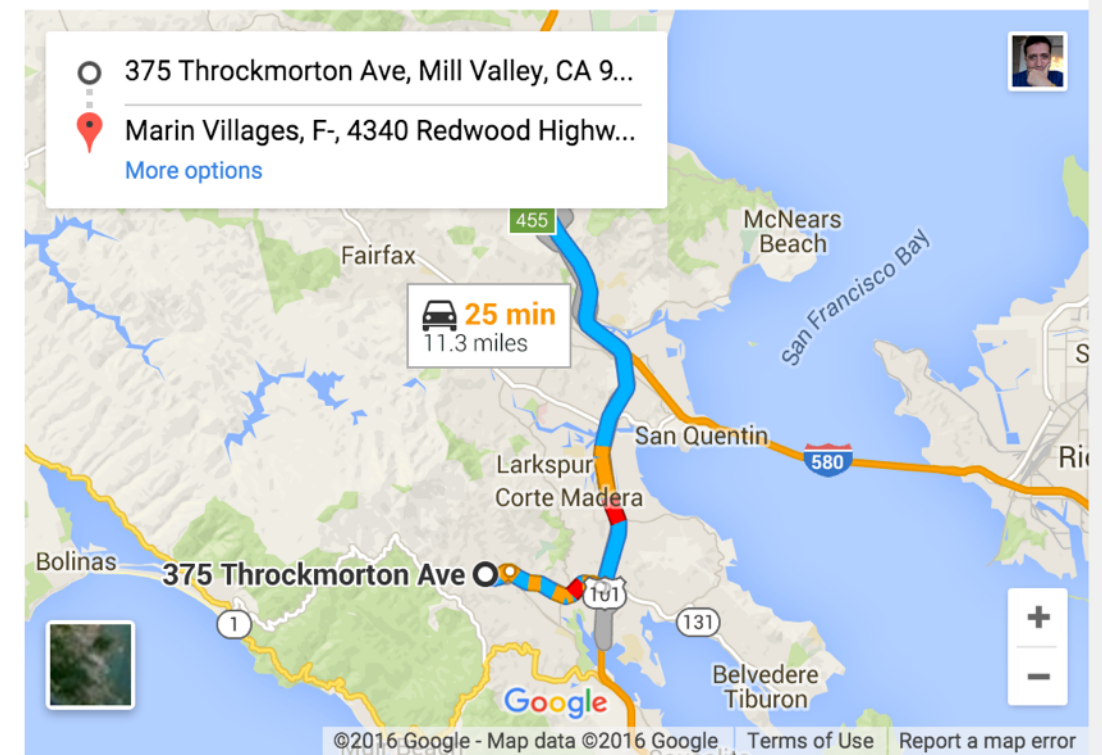
Start Date: 03-17 at 11:30 AM

End time: 11:45 AM

This is a **Round trip**

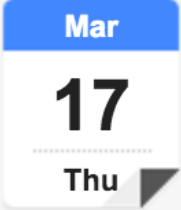
You are confirmed for this service request. Thank you!

**The village staff will call the member to let him know.**



**Confirmation message**

# Confirmation email

|   |   |  |
|---|---|--|
|  | <h2>Service for Annette Acevedo</h2> <p>When Thu Mar 17, 2016 11:30am – 11:45am (PDT)</p> <p>Where 375 Throckmorton Ave, Mill Valley</p> <p>Who Unknown Organizer*</p> <p><a href="#">Add to calendar »</a></p> | <h2>Agenda</h2> <p>Thu Mar 17, 2016</p> <p><i>No earlier events</i></p> <p>11:30am Service for Annette Acevedo</p> <p><i>No later events</i></p> |
|---|---|--|

Dear Annette,

This is a confirmation of the volunteer service for the following activity: Drive

Member: Annette Acevedo

375 Throckmorton Ave, Mill Valley

**The village staff will call the member to let him know.**

Phone: [4155899544](tel:4155899544)

Pick-up date: 03 / 17 / 2016 at 11:30 AM

End time: 03 / 17 / 2016 at 11:45 AM

\*\*\*

**After a few minutes, you will receive a confirmation email**

# Reminder email

Dear Tricia,

This is a friendly reminder for the following service: Drive

Member: Annette Acevedo

2236 Channing Way, Berkeley

Cell Phone: [415.589.9544](tel:415.589.9544)

Pick-up date: 10 / 21 / 2015 at 11:30 AM

End time: 10 / 21 / 2015 at 1:30 PM

[VIEW SERVICE REQUEST](#)

Thanks in advance!

**The day before the actual service, the volunteer receives a reminder email**

Thank you for  
your help