



ALA UNIT 164 PROGRAM GUIDELINES 2025

FIREWORKS STAND

Please Note: If you require space at the Post for any reason (event, meetings, prep work etc.) make sure you've booked the time and date on the Calendar. Text Gillian Woodstrom at 281-615-5670 or email her at gwoodstrom@woodborne.com

1. GENERAL INFORMATION

- ☐ Event Name
- ☐ Event Date
- ☐ Time
- ☐ Place
- ☐ Budget
- ☐ Committee Chair

2. ACTION PLAN

- ☐ Update Calendar
- ☐ Contact Post Chair and coordinate Auxiliary volunteers
- ☐ Participate in training, setup and takedown of stand
- ☐ Provide snacks
- Write report to be given to members at monthly meeting

3. CONTACT LIST

- ☐ Post Commander