

# Tri-County Intergroup Hotline - Group Sign Up Sheet

Group Name: \_\_\_\_\_

Group Hotline Coordinator name: \_\_\_\_\_ Phone # \_\_\_\_\_

<b>Captain name:</b> _____ <b>Phone #:</b> _____ <b>Email:</b> _____
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**DAY:** \_\_\_\_\_

**DATE :** \_\_\_\_\_

	Shift	Name	Phone #
<b>1st SHIFT</b>	<b>8am to 5pm (9 hours)</b>	_____	_____
	Alternate	_____	_____
<b>2nd SHIFT</b>	<b>5pm to 10pm (5 hours)</b>	_____	_____
	Alternate	_____	_____
<b>3rd SHIFT</b>	<b>10pm to 8am (10 hours)</b>	_____	_____
	Alternate	_____	_____

*This month's three week deadline is \_\_\_\_\_.*  
(month & date)

• The Group Hotline Coordinator has three weeks (from the Intergroup Council meeting when this sheet was handed out) to call the Captain on this sheet with the group's volunteer info before the Captain starts contacting them.

***If you have signed up to answer Hotline calls:***

- if you become unavailable, please let your Group Hotline Coordinator know right away.
- the Hotline Captain will call each Primary volunteer (or Alternate if Primary not available) three days before the phone commitment to confirm availability.
- if the Captain has already confirmed with you and then you become unavailable, please call your Captain back first so they can let the Call Forwarder know.

**\*\*\* THANK YOU FOR BEING OF SERVICE  
 BY SUPPORTING YOUR LOCAL AA!!! \*\*\***