

# Dolphin Store FRG Guidelines

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The Dolphin Store has enjoyed bringing our new and popular inventory to FRG (formerly FSG) meetings throughout the past couple years. No matter the reason—whether during the holidays or before a deployment—we hope your FRG will consider having us visit one of your meetings. As you know, all of our profits are donated to the Dolphin Scholarship Foundation and the continued support we receive from the Subase New London community is much appreciated.

To continue this service, however, we must enact the following guidelines in order to facilitate a more organized and efficient visit to your FRG meeting.

- The Dolphin Store Manager must be contacted by phone (860-449-9118) or email (dolphinsstore@grotonsosa.com) at least 2 weeks before the scheduled FRG meeting.
- The contact person must be an officer of the FRG; in other words, someone who has authority to request and schedule the Dolphin Store's visit.
- Once the Dolphin Store Manager receives a request, (s)he will reply to the FRG officer within 1 week as to whether a store volunteer is available for the specified date.
- The FRG must obtain and set up two long tables (6' or 8') for the Dolphin Store's use in the meeting room, or in an adjacent hallway. The tables need to be set up 45 minutes prior to the meeting time.
- The Dolphin Store will arrive 45 minutes prior to the meeting time, will set up and be ready to open 30 minutes before the start of the meeting (for example, if your meeting begins at 6:30, the store will be open from 6:00-6:30).
- In order to keep with privacy regulations, the Dolphin Store will close at the commencement of the FRG meeting; the volunteer will pack up the remaining inventory and leave the meeting space as quickly and quietly as possible.
- The FRG will provide child care at no charge if it is necessary for the Dolphin Store volunteer to bring his/her child(ren).
- If your FRG must cancel our visit to your meeting, we ask that you provide the Dolphin Store Manager with at least 2 days notice of the change. We will be happy to reschedule for a future date.
- The store volunteer coming to your FRG meeting will bring any personalized items specific to your command; if you have any other requests (such as rack packs, children's clothing, rubber stamps), please tell us ahead of time.