



Volunteer Forms Packet

INSTRUCTIONS FOR COMPLETING VOLUNTEER FORMS

1. Individuals must complete and sign 2 forms:
 - Volunteer form (page 2)
 - Release and Waiver of Liability form (page3 & 4)
2. All volunteers must be 18 years of age.
3. Volunteers are instructed to watch the Safety Video which is posted on our home page website www.habitatcrystalcoast.org under *Get Involved*. After completion of watching the video volunteers must date and sign volunteer form, under video watched.
4. Volunteers must return all forms to the Crystal Coast Habitat for Humanity office before volunteering at any site, being the ReStore or Construction site. After signing forms you can email, scan or mail all forms back to the office.
5. Volunteers must be age 18 years of age & above to volunteer at an active Construction Work Site. Volunteers must be 18 to use power tools and ONLY when a Construction Supervisor is present.
6. A daily log book is located at each site. Every volunteer must sign in each day they work at a site.

Corporate Office: P.O. Box 789, Newport, NC 28570 ~ Ph: 252-223-2111 ~ Fax: 252-223-6111
Jacksonville ReStore: 1200 Gum Branch Rd. Newport ReStore: 5898 Hwy70W
~ www.habitatcrystalcoast.org



Crystal Coast Habitat for Humanity
5898 Hwy 70, P.O. Box 789
Newport, NC 28570
Office: (252) 223-2111 Fax: (252) 223-6111
www.crystalcoasthabitat.org

Entered in Habitrak
 Date: _____
 Verified List
 Date: _____

Volunteer Information

(Please Print)

Thank You for completing required forms; please mail, FAX or drop them at our office. Our staff will contact you soon!

Name: _____ Today's date: _____

Address: _____ City: _____ St: _____ Zip: _____

E-Mail _____ Phone: _____ Cell: _____

Occupation (former, if retired): _____ Are you over 18? ___ yes ___ no

Church Affiliation (if any): _____

Please circle areas of interest	What type of skills can you offer as a volunteer? _____
Volunteer Coordination	_____
Publicity/Photography	_____
Fundraising/Events	_____
Building Homes	_____
Resale Store Staff	_____
Board/Committee Member	_____
Church Relations	_____
Family Support/Nurture	_____
Family/Site Selection	_____
Tearout/Recycle/DeConstruct	_____
Office Staff	_____
Load/Drive Truck	_____

I have reviewed and signed the appropriate Waiver of Liability forms in the Volunteer Forms Packet Yes ___ No ___

I have reviewed the Safety Video posted at Website www.habitatcrystalcoast.org under 'Get Involved' Yes ___ No ___

NOTE: Volunteers must complete the volunteer form, Waiver of Liability forms and review the Safety Video prior to volunteering at any construction site or ReStore.

Photographic Release: Volunteer does hereby grant and convey unto Habitat all right, title, and interest in any and all photographic images and video or audio recordings made by Habitat during the Volunteer's Activities with Habitat, including, but not limited to, any royalties, proceeds, or other benefits derived from such photographs or recordings.

I understand that Habitat for Humanity screens all potential staff (whether paid or unpaid), board members, and applicant families on the sex offender registry and may require a criminal background check. By completing this application I am submitting to such an inquiry.

PLEASE SIGN BELOW :

Signature: _____ Date: _____

Printed name: _____ Relationship to volunteer: _____

In case of an emergency, who should we contact?

Name: _____ Relationship to you: _____

Street address: _____ City: _____ State: _____ Zip: _____

Daytime phone: _____ Evening phone: _____ Mobile phone: _____

RELEASE AND WAIVER OF LIABILITY

Please read carefully! This is a Legal Document that affects your Legal Rights!

This Release and Waiver of Liability (the "Release") is executed on this _____ day of _____ 20____, by _____ (the "Volunteer"), in favor of Crystal Coast Habitat for Humanity International, Inc., and any other Habitat for Humanity affiliated organization, and their respective directors, officers, trustees, employees, volunteers and agents (collectively, the "Released Parties").

I, the Volunteer, desire to work as a volunteer for one or more of the Released Parties and engage in the activities related to being a volunteer (Activities"). I understand that my Activities may include but are not limited to the following: working in Habitat for Humanity offices or Habitat for Humanity ReStore operations; traveling to and from work sites, towns, cities or countries; consuming food available or provided; living in housing provided for volunteers; constructing and rehabilitating residential buildings; and other construction-related activities.

I, the Volunteer, hereby freely, voluntarily and without duress execute this Release under the following terms:

Release and Waiver. I, the Volunteer, do hereby release and forever discharge and hold harmless the Released Parties and their successors and assigns from any and all liability, claims and demands which I or my heirs, assigns, next of kin or legal representatives may have or which may hereinafter accrue with respect to any bodily injury, personal injury, illness, death or property damage which arise or may hereafter arise from or is in any way related to my Activities with any of the Released Parties, whether caused wholly or in part by the simple negligence, fault or other misconduct, other than intentional or grossly negligent conduct, or any of the Released Parties or of other volunteers.

I understand and acknowledge that by this Release I knowingly assume the risk of injury, harm and loss associated with the Activities. I also understand that the Released Parties do not assume any responsibility for or obligation to provide financial assistance or other assistance, including but not limited to medical, health or disability insurance in the event of injury, illness, death or property damage.

It is the policy of Habitat for Humanity that children under the age of 16 are not allowed on Habitat for Humanity worksites while construction is in progress. It is further the policy of Habitat for Humanity that, while minors between the ages of 16 and 18 may be allowed to participate in construction work, using the power tools, excavation, demolition, working on rooftops and similar activities are not permitted for anyone under the age of 18.

Medical Treatment. I, the Volunteer, do hereby release and forever discharge the Released Parties from any claim or action whatsoever which arises or may hereafter arise on account of any first aid, treatment or services rendered in connection with my Activities with any of the Released Parties.

If the Volunteer is less than 18 years of age, the Volunteer and the parents having legal custody and/or the legal guardians of the Volunteer (the "Guardians") also hereby release and forever discharge the Released Parties from any claim whatsoever which arises or may hereafter arise on account of the decision by any representative or agent of the Released Parties to exercise the power to consent to medical or dental treatment as such power may be granted and authorized in a Parental Authorization for Treatment of a Minor Child.

Assumption of Risk. I, the Volunteer, understand that my Activities may include work that may be hazardous to me, including, but not limited to, the following: construction; loading and unloading; travel to and from the work sites; and exposure to lead, asbestos, and mold, which may cause or worsen certain illnesses, especially if I do not wear protective equipment, am exposed for extended periods of time, or have a pre-existing immune system deficiency.

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Assumption of Risk (continued)

I also understand there is some inherent risk in consuming local foods and living in local accommodations in the city(ies) or country(ies) visited. I further understand I may be traveling to and from locations where there is a risk of terrorism, war, insurrection, criminal activities, inclement weather or other circumstances that could threaten my health or safety. I also understand that it is the policy of the Released Parties to not pay ransom or make any payments to secure the release of hostages.

I hereby expressly and specifically assume the risk of injury or harm in the Activities and release the Released Parties from all liability for any loss, cost, expense, injury, illness, death or property damage resulting directly or indirectly from the Activities.

Insurance. I, the Volunteer, understand that, except as otherwise agreed to by the Released Parties in writing, the Released parties are under no obligation to provide, carry or maintain health, medical, travel, disability or other insurance coverage for any Volunteer. Each Volunteer is expected and encouraged to obtain his or her own health, medical, travel, disability or other insurance coverage.

Photographic Release. I, the Volunteer, do hereby grant and convey unto Habitat for Humanity International, Inc., all right, title and interest in any and all photographs and video or audio recordings of or including my image or voice, made by any of the Released Parties during my Activities with the Released Parties, including, but not limited to, the right to use such photographs or recordings for purpose and to any royalties, proceeds or other benefits derived from them.

Other. I, the Volunteer, expressly agree that this Release is intended to be as broad and inclusive as permitted by laws of the state where the Activities take place. I further agree that in the event any clause or provision of this Release shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining clauses or provisions of this Release, which shall continue to be enforceable. Further, a waiver of a right under this Release does not prevent the exercise of any other right.

To express my understanding of and agreement with this Release, I sign here with a witness.

Volunteer: Name: (please print) _____

Signature: _____

Address: _____

Phone: (Home) _____ (Cell) _____

(Email): _____ Date of Birth: _____

Witness: Name: (please print) _____

Signature: _____

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IMPORTANT; If the Volunteer is less than 18 years of age, all parents or guardians must also sign this Release and Waiver of Liability with a witness. Also, all parents or guardians must complete the "Parental Authorization for Treatment of, and Travel with, a Minor Child" on the following page. If only one parent or guardian executes this Release on behalf of a Volunteer who is under 18 years of age, then the represents and agrees that he or she is executing this Release on behalf of, and as an agent for, any other individual who may be a parent or guardian of the Volunteer, and that by executing this Release, the undersigned is binding himself/herself, the Volunteer, and any other parent or guardian of the Volunteer, and all of their heirs, executors, personal representatives, assigns and estates to this Release.

Parent/Guardian: Name (please print): _____

Signature: _____

Address: _____

Witness: Name (please print): _____

Signature: _____

Parent/Guardian: Name (please print): _____

Signature: _____

Address: _____

Witness: Name (please print): _____

Signature: _____

EMERGENCY CONTACT INFORMATION

Name: _____ **Relationship:** _____

Address: _____

Phone: (H) _____ **(C/W)** _____

E-Mail _____

IF APPLICABLE:

o **School/Organization (no abbreviations please):**

o **Host Affiliate Site:**

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PARENTAL AUTHORIZATION FOR TREATMENT OF, AND TRAVEL WITH, A MINOR CHILD

I, _____, am the parent or legal guardian having custody of _____, a minor child. As such parent or legal guardian, I hereby authorize and appoint _____ an adult in whose care the minor child has been entrusted or a duly authorized agent of habitat for Humanity International, Inc., as my agent to act for me with respect to my minor child and in my name in any way I could act in person to make any and all decisions for me with respect to my minor child, _____, concerning my minor child's personal care, medical treatment or procedure, including X-ray examination, anesthetic, medical or surgical diagnosis or treatment which may be rendered to my minor child under the general or special supervision and on the advice of any physician or surgeon licensed to practice in the state in which treatment is sought. My agent shall have the same access to my minor child's medical records that I have, including the right to disclose the contents to others.

Also, I hereby authorize and appoint my agent to travel with my minor child to North Carolina, and consent for my minor child to serve as a volunteer with Crystal Coast Habitat for Humanity, and to help construct houses and participate in other activities on a voluntary basis, without compensation.

1) Parent or Guardian Witness Date

2) Parent or Guardian Witness Date

This PARENTAL AUTHORIZATION FOR TREATMENT OF, AND TRAVEL WITH, A MINOR CHILD sworn to and subscribed before me by _____ and _____, the Parent(s) or Legal Guardian(s) of _____, a minor child, this ____ day of _____ 20____.

Notary Public

My commission expires: _____