



124 W. Grove Street, PO Box 681, Greenville, MI 48838 • Phone: 616-754-5772 • Fax: 616-754-1138
E-mail: director@montcalmhhabitat.org • Website: www.montcalmhhabitat.com

Volunteer Interest & Skill Form

PERSONAL INFORMATION (PLEASE PRINT CLEARLY IN ALL CAPS)

Today's Date _____ CHECK HERE IF YOU WOULD LIKE TO BE ON OUR MAILING LIST
Mo Day Year

Date of Birth _____

Name _____

Address: _____

Gender M F Race _____

Phone (home) _____ (work) _____ (cell) _____

E-mail _____

Occupation: _____ Company: _____

Church, Group or Org: _____ Circle the days you are able to help: M T W Th F Sa

Build times are: M-W & Fri. 8:30 a.m. – 3:30 p.m. • and when needed on Saturdays - 9:00 a.m. – 3:00 p.m.

EMERGENCY CONTACT INFORMATION (PLEASE PRINT CLEARLY IN ALL CAPS)

IN CASE OF AN EMERGENCY CONTACT

Name _____

Address: _____

Phone (home) _____ (work) _____ (cell) _____

Relationship to you _____

GROUP VOLUNTEER APPLICATION

PROFILE Today's Date _____

Group Name _____ Group Contact Person _____

Phone: Home _____ Work _____ Cell _____

E-mail: _____

Build times are 8:30 a.m. – 3:30 p.m. M-W & Fri.; 4:30 – 8:30 p.m. T & Th.; 9:00 a.m. – 3:00 p.m. on Saturdays

Dates Preferred _____

GROUP ASSESSMENT

Group Size _____ How many youth (14-17 yrs)? _____

If youth are in your group, do you have adequate adult supervision (1:4 ratio) Y N

Are there any skilled volunteers in your group? Y N If, yes, how many? _____

What are their skills? _____

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VOLUNTEER INTERESTS (PLEASE CIRCLE/CHECK THE AREA(S) THAT INTEREST YOU AND YOUR LEVEL OF EXPERIENCE)

Construction Projects 1=None-Some Experience 2=Skilled 3=I'd like to be a crew leader

Construction Related				Office Related			
Drywall Hanging	1	2	3	Computer Experience	1	2	3
Drywall Finishing	1	2	3	Computer Repair	1	2	3
Electrical	1	2	3	Bookkeeping/Acct	1	2	3
Finish Carpentry	1	2	3	Data Entry	1	2	3
Framing	1	2	3	Filing	1	2	3
Heating/Cooling	1	2	3	General Clerical	1	2	3
Landscape/Cleanup	1	2	3	Letter Writing	1	2	3
Laying Laminate/Vinyl/Carpet	1	2	3	Grant Writing	1	2	3
Masonry	1	2	3	Internet/Email	1	2	3
Painting	1	2	3	Web Site Design	1	2	3
Plumbing	1	2	3	Web Site Upkeep	1	2	3
Roofing	1	2	3	Word Processing	1	2	3
Vinyl Siding	1	2	3	Volunteer Coordinator	1	2	3
Install Interior/Exterior Doors	1	2	3	Receptionist	1	2	3
Install Locks	1	2	3	Other_____	1	2	3
Install Cabinets	1	2	3	_____	1	2	3
Other_____	1	2	3	_____	1	2	3

Other Construction/Non-Construction Opportunities

- Family Work Days
 Staff Work Day
 Youth Group Work Day
 RESTORE
 Church Group Work Day
 Participate in a Women Build Day
 Prepare & serve lunches for crews – indicate day Monday Wednesday Friday

Serve on a Committee – check those that you are interested in

- Construction
 Site Selection
 Church Relations
 Family Selection
 Family Support
 Birdhouse Dinner/Auction
 Fund Development
 Public Relations

MINOR INFORMATION (PLEASE PRINT CLEARLY IN ALL CAPS)

AS THE PARENT/LEGAL GUARDIAN OF THE BELOW LISTED MINOR-AGED (LESS THAN 18 YEARS OLD) DEPENDENT, I DO HEREBY PROVIDE PERMISSION FOR THIS PERSON TO VOLUNTEER WITH MONTCALM COUNTY HABITAT FOR HUMANITY

Your Name (Printed): _____ Your Signature: _____

Today's Date: _____

Name of Minor _____

Address: _____

Date of Birth _____ Phone (home) _____ (cell) _____

Relationship to you _____

- All Volunteers including Youth Volunteers must have a signed Information/Consent form and a Liability Release Form on file at the Montcalm County Habitat for Humanity Office and Build Site or ReStore before they are allowed to work. Forms are available from our office. No youth under 16 years of age are allowed on a Habitat build site during the construction phase.
- *Please note: Criminal background checks are run and the Sexual Offender Database is checked for ALL volunteers before they can volunteer with Habitat in any capacity.*

Volunteer Agreement, 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 _____, Montcalm County Habitat for Humanity, Habitat for Humanity International, Inc. and any other Habitat for Humanity affiliated organization¹, _____ [insert any additional parties if applicable, such as sponsors/donors] and their respective affiliates, directors, officers, trustees, employees, sponsors, donors, volunteers and agents (collectively, the "Released Parties").

I, the Volunteer, desire to work as a volunteer for one or more of the Released Parties without compensation and engage in the activities related to being a volunteer. I understand that my activities may include but are not limited to the following: working at Habitat for Humanity offices and worksites; working in or for Habitat for Humanity ReStore operations; loading and unloading materials; traveling to and from work sites, towns, cities or countries; consuming food available or provided; living in housing provided for volunteers; assisting in disaster relief areas; constructing, repairing, and rehabilitating residential buildings; other construction-related activities; and other volunteer activities ("Activities").

I, the Volunteer, understand that my Activities may include work that may be hazardous to me, including, but not limited to, 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.

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, instability, inclement weather or other circumstances that could threaten my health or safety. I also understand that it is the policy of the Released Parties not to pay ransom or make any other payments to secure the release of hostages.

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

¹ Each Habitat for Humanity affiliate is an independently owned and operated non-profit corporation. Habitat for Humanity International, Inc. does not own, operate, or control the activities of Habitat for Humanity affiliated organizations.

Release and Waiver. I, the Volunteer, acknowledge and understand that participation in the Activities may involve certain risks, including, but not limited to, personal injury(ies), bodily injury, illness, permanent disability, property damage, loss and/or death (“Risks”). These Risks include, but are not limited to, exposure to and/or infection with COVID-19 and/or other viruses and/or bacterial infection even in ideal conditions, and despite any and all reasonable efforts made to mitigate such Risks. I further acknowledge and agree that, due to the nature of the Activities, social distancing of six feet per person will not always be possible and that my participation in the Activities may result in an elevated risk of contracting COVID-19 and/or other viruses and/or bacterial infection.

I, the Volunteer, further confirm that prior to engaging in the Activities, I may be required to complete a COVID-19 health screening questionnaire provided by one or more of the Released Parties. I agree that I will answer all questions on the questionnaire truthfully. I agree to not participate in any Activities if, at such time and to the best of my knowledge, I am a carrier of COVID-19 or infected with COVID-19. I further agree to follow all safety precautions outlined by any Released Party while volunteering.

In consideration of and in order to be allowed to participate in the Activities, I do hereby release and forever discharge and hold harmless the Released Parties and their successors and assigns from any and all liability, claims, demands, costs and damages of any kind, whether arising from tort, contract or otherwise, which I or my heirs, assigns, next of kin or legal representatives may have or which may hereinafter accrue, arise from, or are in any way related to my Activities with any of the Released Parties, including but not limited to Risks, whether caused wholly or in part by the simple negligence, fault or other misconduct of any of the Released Parties or of other volunteers, other than their intentional or grossly negligent conduct. In addition, the Released Parties shall have the benefit of any future liability protection for businesses as relating to the COVID-19 pandemic passed by any governmental entity to which the Released Parties are subject.

I understand and acknowledge that by signing this Release I knowingly assume the Risks 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. Regarding any illness or virus, including COVID-19, I, the Volunteer, understand that even if I follow all guidelines for the prevention and handling of any illness or virus, including COVID-19, there is still a risk that Volunteer could contract such virus or illness.

I understand and acknowledge that children under the age of 16 are not allowed on Habitat for Humanity worksites while construction is in progress. While minors between the ages of 16 and 18 may be allowed to participate in some types of build site activities, solely as outlined by the Released Parties, I understand that using power tools, excavation, demolition, working on rooftops and similar activities are not permitted for anyone under the age of 18. I agree it is my responsibility to communicate these requirements to any of my minor children who will attend and/or participate in the Activities.

Consent to Transportation and Medical Treatment. I consent to the use of first aid treatment and the use of generic and over-the-counter medications and treatments as directed by manufacturer labels, whether administered by the Released Parties or first aid personnel. In an emergency, I understand the Released Parties may try to contact the individual listed below as an emergency contact. If an emergency contact cannot be reached promptly, I hereby authorize the Released Parties to act as an agent for me to consent to any examination, testing, x-rays, medical, dental or surgical treatment for me as advised by a physician, dentist or other health care provider. This includes, but is not limited to, my assessment, evaluation, medical care and treatment, anesthesia, hospitalization, or other health care treatment or procedure as advised by a physician, dentist or other health care provider. I also authorize

the Released Parties to arrange for transportation of me as deemed necessary and appropriate in their discretion. I, the Volunteer, do hereby release, forever discharge and hold harmless the Released Parties from any liability, claim, demand, and action whatsoever brought by me or on my behalf which arises or may hereafter arise on account of any transportation, first aid, assessment, care, treatment, response or service rendered in connection with my Activities with any of the Released Parties.

If the Volunteer is less than 18 years of age, the parent(s) having legal custody and/or the legal guardian(s) of the Volunteer also hereby release, forever discharge and hold harmless the Released Parties from any liability, claim, demand and action whatsoever brought by such volunteer or on his/her behalf 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 transport, administer first aid, and consent to assessment, examination, x-rays, medical, dental, surgical or other such health care treatment as set forth in the Parental Authorization for Treatment of, and Travel With, a Minor Child.

Insurance. I 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.

I understand that I am and remain responsible for payment of such hospital, physician, ambulance, dental, medical or other services obtained for me or my child. I agree that the Released Parties do not assume any responsibility for the payment of such fees or expenses which may be incurred. If I have health insurance, I understand my personal health insurance is my primary coverage.

Confidentiality. I agree that in the course of my participation in the Activities, I may have access to personal and/or health care information of other persons. I agree to maintain the confidentiality of such information, to use such information only as necessary to do my job as a volunteer, and to comply with Habitat for applicable policies regarding such information.

Photographic/Recording Release. I hereby grant and convey unto the Released Parties all right, title and interest in any and all photographs and video/audio/electronic recordings of me, including as to my name, image and voice, made by or on behalf of any of the Released Parties during my Activities with the Released Parties, including, but not limited to, the right to use such materials for any purpose and to any royalties, proceeds or other benefits derived from them. I understand that I will not have any ownership interest in or to such photographs, images and/or recordings, I have not been provided or promised any compensation to me, and I hereby waive any rights, privileges or claims based on any right of publicity, privacy, ownership or any other rights arising, relating to or resulting from the photographs, images and/or recordings. I understand and agree that this paragraph also applies to my minor child(ren) who are volunteering.

Other. I expressly agree that this Release is intended to be as broad and inclusive as permitted by state law. I further agree that in the event any clause or provision of this Release is held 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 by a Released Party does not prevent the exercise of any other right.

I have carefully considered my decision, the benefits and risks involved, and hereby give my informed consent to participate in all volunteer Activities. I have read and understand this Release and Waiver of Liability, I acknowledge that any questions of mine have been answered, and I voluntarily agree to the above provisions. It is my intent to bind my heirs, next of kin, assigns and legal representative.

SIGNATURE OF VOLUNTEER 18 YEARS OR OLDER:

Volunteer: Name (please print): _____ Signature: _____

Address: _____

Phone: (H) _____ (C) _____ Email: _____

Date of Birth: _____

Witness: Name (please print): _____ Signature: _____

EMERGENCY CONTACT INFORMATION FOR VOLUNTEER OVER 18 YEARS OF AGE:

Name : _____ Relationship: _____

Address: _____

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

Email: _____

IMPORTANT: If the Volunteer is less than 18 years of age, all parents or guardians must complete the signature section below. If only one parent or guardian signs these forms on behalf of a Volunteer who is under 18 years of age, then the undersigned parent or guardian of the Volunteer hereby covenants, warrants, represents and agrees that he or she is executing these forms on behalf of, and as an agent for, any other individual who may be a parent or guardian of the Volunteer, that he/she is fully authorized to do so, and that by executing such Release and Parental Authorization, the undersigned is binding himself/herself, the Volunteer, and any other parent or guardian of the Volunteer, and all of their heirs, next of kin, assigns, and legal representatives to such Release and Parental Authorization.

Name of Volunteer Under 18 Years Old:

Name: _____ **Date of Birth:** _____

SIGNATURE OF PARENT/GUARDIAN SIGNING ON BEHALF OF THE ABOVE MINOR:

I have carefully considered my decision, the benefits and risks involved and hereby give my informed consent, on behalf of the above listed minor child, for him/her to participate in all Activities as set forth in the above Volunteer Agreement, Release and Waiver of Liability, and such terms are incorporated herein. I have read and understand the above Volunteer Agreement, Release and Waiver of Liability, any questions of mine have been answered, and I voluntarily agree to all such provisions. It is my intent to bind my and the minor Volunteer's heirs, next of kin, assigns, and legal representatives. **Furthermore, I understand that the above Volunteer Agreement, Release and Waiver of Liability is made on behalf of my minor child(ren) and/or legal wards and I represent and warrant to Habitat for Humanity International, Inc. or its affiliated organizations that I have the full authority to sign this on behalf of such minor(s).**

Parent/Guardian: Name (please print): _____ Signature: _____

Address: _____

Phone: (H) _____ (C) _____ E-mail: _____

Witness: Name (please print): _____ Signature: _____

Parent/Guardian: Name (please print): _____ Signature: _____

Address: _____

Phone: (H) _____ (C) _____ E-mail: _____

Witness: Name (please print): _____ Signature: _____

EMERGENCY CONTACT INFORMATION FOR THE ABOVE LISTED MINOR VOLUNTEER:	
Name: _____	Relationship: _____
Address: _____	
Phone: (H) _____	(C/W) _____ E-mail: _____

REVISION HISTORY

Date	Explanation
July 2020	<p>The volunteer waiver template was reviewed in July 2020 as part of a regularly scheduled legal review process. While the previous waiver template contained broad assumption of risk language, additional language was added to expressly address COVID-19 related risks. This includes requiring that all volunteers agree to comply with all COVID-19 protocols set by Habitat, as well as specific and increased release language for COVID-19 related damages. In addition to COVID-19 updates, the July 2020 version of the volunteer waiver template makes minor adjustments to the youth activities and photo release sections. Lastly, it addresses situations where only one parent or legal guardian is signing on behalf of a minor. Affiliates should continue to consult with their Boards and local counsel for state-specific issues related to volunteer waivers.</p>