



## CRETE PARK DISTRICT VOLUNTEER INFORMATION FORM

Name: \_\_\_\_\_ **Mark if you are you 18 or over**  
(Please Print)

Street Address: \_\_\_\_\_ City: \_\_\_\_\_

Phone Number: \_\_\_\_\_  
Home Cell

List any hours that you might be available. \_\_\_\_\_

What special skills would you like us to be aware of (ie: carpentry, data entry, painting)?  
\_\_\_\_\_

Do you have any medical conditions, allergies or restrictions we should be aware of?  
\_\_\_\_\_

### VOLUNTEER WAIVER AND RELEASE

Waiver and Release: I understand that participation in activities relating to working with Crete Park District may involve potential hazards, and on behalf of me, my heirs, executor, administrator, and any minor volunteering with me, I hereby release Crete Park District its Staff, representatives, board members and volunteers from any claims, demands, injuries, damages or actions arising from my participation in such activities whether or not caused by my negligence or the negligence of any of the Crete Park affiliates listed above or any other party. **(Parent or Guardian must sign for all persons under 18 years of age)**

#### In Case of Emergency:

Emergency Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Relationship: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Relationship: \_\_\_\_\_

Volunteer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

#### For Youth Volunteers, under age 18:

Parent or Guradian Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(Please Print)

**Volunteers 14 - 17 years of age need to have this Waiver Form signed by their parent or legal guardian**



## COMMUNITY SERVICE GUIDELINES AND RESPONSIBILITIES

### For all Community Service

1. The Crete Park District is extending you the opportunity to serve your community service hours. To maintain that opportunity, the following guidelines must be followed.
2. You will be scheduled to work by the Crete Park District for your community service.
3. You must sign in and out on the Crete Park District Sign-in Sheet every day you volunteer.
4. You must call us 6 hours in advance with a reasonable explanation (work, illness, etc) if you are unable to work for the hours you are scheduled.
5. You are expected to complete the tasks assigned to the very best of your ability.
6. It is important to arrive on time and follow the instructions of the Supervisors on duty.
7. You are responsible to wear appropriate attire (shirt and shoes are required, pants must be worn at the waist, no bare stomachs, no logos or print advocating alcohol or drugs) and adhere to all safety requirements while volunteering.
8. Come with a positive attitude.
9. No visitors or phone calls, including cell phones are allowed during service time.
10. When you are nearing completion of your total required hours, contact the Crete Park Supervisor so that your hours can be verified. At least 24 hours in advance is required for a letter to be written from the Crete Park District on your behalf.

I have read and agree to the guidelines above.

\_\_\_\_\_  
Your Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Your Name

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Cell Phone

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

How Many Hours do you need? \_\_\_\_\_ Date they need to be completed by \_\_\_\_\_