



Volunteer Agreement

1. All volunteers **must be at least 8 years old.**
2. Volunteers should wear proper attire. No spaghetti strap tank tops, overly revealing, offensive, or inappropriate clothing, clothing or jewelry which interferes with work. **Flip-flops and sandals are not permitted while volunteering.**
3. Volunteers must use the Volunteer Entrance and sign in and out.
4. Volunteers should keep purses and other valuable personal items locked in their cars.
5. Volunteers must be respectful to the people around them and the facilities/equipment being used. Sexual harassment, horse playing and other reckless behavior will not be permitted.
6. Volunteers are expected to stay in a specific work area unless accompanied by a supervisor or allowed to leave.
7. Volunteers under age 18 must have a **signed Parent/Guardian Permission Form.**
8. Theft will result in immediate dismissal.
9. Volunteers are welcome to food and drinks available in the volunteer break room, when they are on a scheduled break. Food and beverages should not be taken from the break room.
10. Volunteers are expected to report all accidents and unsafe or questionable conditions.
11. Be safe. Use proper lifting techniques. Ask for help if needed. Be aware of forklift traffic and heed all horns.
12. Smoking is only permitted in volunteers' cars.
13. Only trained staff is allowed to use power equipment. No riding on pallet jacks.
14. Always wash hands before and after working.
15. Do not block emergency exits or fire extinguishers.
16. Volunteers must be supervised by group representative at all times. Group representative must be in the same room and participating with the volunteers.

I have read these guidelines and agree to abide by them.

Volunteer Name

Date

Volunteer Signature

Phone

Email

Organization/Group Name

Emergency Contact Name

Phone

Parent/Guardian Name

Parent/Guardian Signature



Liability / Publicity Waiver

Thank you for participating in the Regional Food Bank's mission to feed hungry Oklahomans. Without the help of volunteers like you we would not be able to reach the 63,600 women, men and children in need every week.

By my signature below, I do release and indemnify, defend and hold harmless, The Regional Food Bank of Oklahoma from and against any and all claims, actions, suits, or proceedings of any kind or nature arising as a result of the actions of myself and/or child(ren).

I also release the officers, staff, and Board of Directors of The Regional Food Bank of Oklahoma, without limitations, from damages, liabilities, penalties, costs, expenses, legal fees, and claims.

Furthermore, I grant permission to The Regional Food Bank and/or its authorized agents to use any photographs and/or video for promotional, advertising, or information purposes.

Volunteer Name

Date

Volunteer Signature

Phone

Organization/Group Name

Parent/Guardian Name

Parent/Guardian Signature



Parent/Guardian Permission Form

Dear Parent or Guardian:

The Regional Food Bank of Oklahoma requires permission for anyone under the age of 18 to participate in any volunteer activity. All volunteers must be 16 years of age or older to independently volunteer on-site at the Food Bank. A parent or guardian who is over the age of 21 must accompany volunteers under the age of 16.

In accordance with the Food Bank's Youth Volunteer Policy, all volunteers will be required to follow the Volunteer Agreement, as well as the directives of our Volunteer Supervisors and other Staff members.

Youth volunteers must have a current Parent/Guardian Permission Form on file at the Food Bank in order to volunteer.

All volunteers, including youth, are responsible for their own transportation to and from the Food Bank.

I verify that _____ (print youth's name) is currently ____ years of age

and I, _____ (print parent's/guardian's name) give permission for

her/him to participate in a volunteer activity at The Regional Food Bank of Oklahoma.

This permission slip is valid till December 31, 2009.

By my signature below, I do release and indemnify, defend and hold harmless, The Regional Food Bank of Oklahoma from and against any and all claims, actions, suits, or proceedings of any kind or nature arising as a result of the actions of my child.

I also release the officers, staff, and Board of Directors of The Regional Food Bank of Oklahoma, without limitations, from damages, liabilities, penalties, costs, expenses, legal fees, and claims.

Please print the following information:

Name: _____ Date: _____

Relationship to Youth: _____

Signature of Parent or Guardian: _____