

a) Have you volunteered with Keep Irving Beautiful in the past? Y N

If yes, When and Where? _____

b) What are your skills, interests or hobbies? _____

c) Do you have any physical limitations? Y N

If yes, please explain _____

d) Why do you want to volunteer for Keep Irving Beautiful? _____

e) Have you ever been convicted of a felony offense? Y N

If yes, please explain _____

f) If you are interested in working in our Schools/Youth Programs, are you willing to submit to a background check? Y N

(If no, you will not be permitted to work with children as a representative of KIB).

Volunteer Office Use:

<input type="checkbox"/> Application Completed	<input type="checkbox"/> Background Check Y N
<input type="checkbox"/> Interview Scheduled _____	<input type="checkbox"/> Background Check Done
<input type="checkbox"/> Safety Training _____	<input type="checkbox"/> Completed _____
Work Schedule _____	
Placement _____	

Volunteer Guidelines

Keep Irving Beautiful (KIB) welcomes the opportunity to work with community volunteers and students in a variety of ways at different events and programs. Volunteers help us to provide an enhanced level of service to citizens and visitors, while in turn providing much appreciated assistance to the KIB staff. Volunteers will supplement, but not replace, permanent paid staff. Volunteers are used on an as-needed basis, and Keep Irving Beautiful reserves the right to limit, refuse or reject applicants at any time.

As a volunteer for the Keep Irving Beautiful and the City of Irving, I agree to:

- **Comply with KIB dress code.** Please help maintain the professional appearance of KIB by dressing appropriately for your work assignment. Acceptable dress at the office will be casual (jeans, t-shirts, sneakers, other business casual wear) with no tank tops, halters, shorts or sandals. For special events such as cleanups, you may be asked to wear a KIB shirt or vest to identify you as one of our volunteers.
- **Record all time worked on the appropriate time sheet.** Volunteers who need to record and report their time for school or other credit must bring their time sheets and have them signed each time they work. Time should be recorded on days worked.
- **Adhere to assigned volunteer work schedule.** Please make a timely notification to the appropriate supervisor when unable to work. Excessive rescheduling or absence may result in dismissal.
- **Conduct myself in a courteous, respectful and professional manner,** as a representative of Keep Irving Beautiful and City of Irving.
- **Come on time and prepared to work hard, but also to have fun!** Please do not bring friends or family members along while volunteering unless you have pre-approval or they have signed up for the event.

Please note that some volunteer assignments may require additional screening, such as a criminal background check. You will be asked to give permission in advance if this is necessary. Volunteers do not receive compensation for work performed as a volunteer.

By signing this document, you acknowledge that you have read and agree to all guidelines listed above.

Volunteer Signature: _____

Staff Signature: _____

Date: _____

**CITY OF IRVING
VOLUNTEER RELEASE FORM**

PLEASE READ CAREFULLY

I voluntarily have chosen to participate or allow my child/dependent to participate in the Keep Irving Beautiful Volunteer Services Program("Project"), an event co-sponsored by the City of Irving, Texas (hereinafter the "City") or a City-related activity. I understand that the City of Irving, Texas, is a home rule municipality that sponsors a variety of activities. The Project, which I/my child/dependent seek to participate in and for which I/my child/dependent seek no compensation, involves the risk of injury or death. I agree that by participating in the Project, I am responsible for my/my child/dependent's safety and agree that I knowingly and voluntarily assume the risks involved in such activity.

In consideration of the City permitting me/my child/ my dependent to participate in the Project, I hereby take action for myself, my executors, administrators, heirs, next of kin, successors, and assigns, as follows:

- 1) I agree to waive, release, hold harmless, and discharge from any and all liability the City, its elected or appointed officials, officers, agents, representatives, employees, and volunteers, from and against any and all claims and damages of every kind whether they be known or unknown or anticipated or unanticipated, for my injury or death and for damage to or loss of property arising out of or attributed to the Project, including but not limited to claims and damages arising in whole or in part from the negligence of the City and its elected or appointed officials, officers, agents, representatives, employees, and volunteers or wrongful death claims pursuant to Section 71.021 of the Texas Civil Practice and Remedies Code;
- 2) I also agree to defend, indemnify, and hold harmless the City, its elected or appointed officials, officers, agents, representatives, employees, and volunteers, from any and all liability, claims, actions, suits, judgment, damages, and costs attributed to my/my child/dependent's participation in the activities described herein, including any injury or death and damage to or loss of property resulting therefrom. This Release shall bind my executors, administrators, heirs, next of kin, successors, assigns, and me;
- 3) I acknowledge that the City makes no representations or warranties, express or implied, as to the nature and hazards or absence thereof on the Project;
- 4) I recognize and agree that while participating in the Project that I/my child/dependent will not be an agent, servant or employee of the City, will not be entitled to wages or compensation of any sort, and will not be covered by the City's employee benefits, including worker's compensation;
- 5) I agree to abide by the rules and regulations of the City and the Project while participating in the Project;
- 6) I give permission for any photographs taken of myself or my child/dependent to be utilized in publications of the City; I do not claim any ownership interest in any photographs taken of myself/my child/dependent and do not wish to approve the finished versions of the photographs prior to use; and
- 7) I will not consider use of the information provided by me in volunteer forms for this Project or photographs taken of myself/my child/dependent to be an invasion of my/my child/dependent's privacy.
- 8) I agree that this Release is intended to be as broad and inclusive as permitted by the laws of the State of Texas, and that if any portion of the agreement is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

I understand and acknowledge that the City is acting in reliance upon agreements made by me in this Release in order to extend to me/my child/dependent the benefits of participation in the activities described herein and that, were I not willing to abide by the terms of this Release, such opportunity to participate in the activities described herein would not be extended to me/my child/dependent. I further understand and acknowledge that the City is acting in reliance upon representations made by me in this Release, and were I not willing to abide by the terms of this Release, the City's permission to participate in the activities described herein would not be extended to me/my child/dependent.

By signing this release, I state and declare that I have read the Release carefully, that I understand all of its terms, and that I voluntarily execute with full knowledge of its legal consequences.

Parents or Legal Guardians are required to sign for Minors.

(Printed Name)

(Printed Name of Minor if applicable)

Signed: _____

Date: _____