



## One-Time Event Volunteer Service Agreement for the City of Kirkland

**Welcome to the City of Kirkland! We are pleased that you have chosen to volunteer.** By signing the One-Time Event Volunteer Service Agreement, you agree to volunteer your services to the City of Kirkland and to perform only the services agreed to by the City.

**I agree to the following:**

- That if I drive a vehicle to the volunteer site or during the course of my volunteer work, my personal vehicle insurance provides coverage.
- That I shall not appear for volunteer service under the influence of alcohol or illegal drugs.
- That if no City personnel is present during the event, then I am to call 911 in the event of any emergency, and that any injuries incurred during the event shall be reported to the City immediately.
- That if I find anything hazardous or suspected to be hazardous, I shall not touch it, but shall notify City personnel as soon as possible. I shall not pick up syringes, broken glass or other sharp materials, or exceptionally large, heavy or unyielding objects.
- That any photographs, videotapes, motion pictures or recordings taken of me may be used for publicity purposes for the City.
- I agree that I will wear the reflective garment provided by the City anytime I am volunteering in a street, on a median, or on a sidewalk.
- I understand that any information provided in the volunteer application process, and emails sent or received by City employees and volunteers, will constitute a public record and may be subject to disclosure under the Public Records Act (RCW 42.56).
- The City may send me email announcements of additional City of Kirkland and/or City-sponsored event volunteer opportunities. I can choose to opt out of receiving such emails by checking this box...  Opt out

**And I further agree as follows:**

- That the City will include my hours of volunteer service in the State Labor and Industries medical coverage for volunteer workers, as recorded below. **For Volunteers under the age of 14: Because Labor and Industries does not cover those under the age of 14, if your child is under the age of 14 and is injured while volunteering, your own personal medical insurance will provide coverage. Adults: If you sign for a minor under 14, you must stay to supervise that minor for the duration of the event.**
- That I am fully aware that the activity associated with being a City volunteer involves certain risks. That volunteer activity may involve difficult conditions, uneven terrain, unanticipated natural hazards, use of equipment, and/or strenuous manual labor, and I am dressed appropriately for this. Knowing this, I agree to hold the City of Kirkland and their officials, employees, and other associated parties harmless from all claims arising out of, or in any way connected to, my volunteer duties. Further, volunteers assume liability for any non-participants who accompany them.

<b>Volunteer Name:</b>		<b>Volunteer Signature:</b>	
<b>Volunteer under age 14?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, see above, plus →		<b>Minors: Adult Signature Required:</b>	
<b>Volunteer E-mail (optional):</b>		<b>Volunteer Phone Number (optional):</b>	
<b>Name of Emergency Contact while volunteering:</b>		<b>Emergency Contact Phone:</b>	
<b>Total Hours:</b>	<b>Date of Event/Activity:</b>	<b>Group Affiliation (if any):</b>	
<b>Event/Activity:</b>		<b>Location:</b>	<b>Assigned City Staff Name:</b>

