



# Service Volunteer Application

To be used to apply to volunteer to help with programs, events, clean-ups, etc.

**Looking for a way to help create a better community? The Village of Bellevue is always looking for volunteers to help with programs, events, clean-ups, and much more!**

## VOLUNTEER PROGRAM INFORMATION

- |   |   |
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| <input type="checkbox"/> Village Clean-Ups  | <input type="checkbox"/> Community Wide Events      |
| <input type="checkbox"/> Sidewalk Snow/Ice Removal for Elderly/Disabled/Handicapped Residents | <input type="checkbox"/> Recreation Programs/Events |
| <input type="checkbox"/> Specific Programs/Events: _____                                      |   |

## PERSONAL INFORMATION

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Gender: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Preferred Way to be Contacted: ☐ Email ☐ Text Message ☐ Phone ☐ Postal Mail

## EMERGENCY CONTACT

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

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

If you wish to receive Community Service hours, you will need to track your volunteer hours.

If you need an approval signature, please contact Kyle Casper at 920-593-5516.

# VOLUNTEER AGREEMENT

Thank you for agreeing to join the thousands of people who volunteer their time and talent to the Village of Bellevue each year. Your service is vital to our success. Please read the following information carefully and sign where indicated.

I, \_\_\_\_\_, (referred to as “the Volunteer” throughout the rest of this document) and Village of Bellevue agree to the following terms in their effort to supplement the work performed by Village of Bellevue employees:

## 1) THE VOLUNTEER MAY EXPECT THE FOLLOWING FROM VILLAGE OF BELLEVUE:

- Village of Bellevue will respect the Volunteer and show appreciation for the Volunteer’s activities
- Village of Bellevue will provide Volunteer with a clearly defined description of the Volunteer’s duties
- Village of Bellevue will facilitate a cooperative working relationship between and among Village of Bellevue staff and other volunteers, and will provide appropriate supervision and direction, as needed

## 2) VILLAGE OF BELLEVUE MAY EXPECT THE FOLLOWING FROM THE VOLUNTEER:

- The Volunteer will perform their volunteer duties in a professional manner under the direction and control of Village of Bellevue staff or their designee
- The Volunteer will work according to a mutually agreeable schedule, but if something comes up that prevents the Volunteer from working, the Volunteer will notify his/her supervisor as soon as possible
- The Volunteer will contribute to a cooperative working relationship between and among Village of Bellevue staff and other volunteers
- The Volunteer will comply with established Village policies and procedures, including safety rules

## 3) INSURANCE:

- The Volunteer understands that he/she is not a Village of Bellevue employee and is not entitled to compensation in any form, including but not limited to wages. As a non-employee, the Volunteer further understands that he/she does not qualify for worker’s compensation benefits if injured while performing volunteer work, and therefore, the Volunteer should have personal medical insurance
- If the Volunteer drives a motor vehicle as part of his/her Volunteer duties, the Volunteer understands that he/she must have a valid Wisconsin driver’s license and that Village of Bellevue is not responsible for any damage to the vehicle which may occur during his/her volunteer services, and therefore, the Volunteer should have personal car insurance under these circumstances
- The Volunteer understands that Village of Bellevue carries general liability insurance and the Volunteer may be eligible for legal defense and indemnification by Village of Bellevue if someone brings a claim against the Volunteer based upon the services performed by the Volunteer in good faith for Village of Bellevue
- The Volunteer understands and accepts any and all risks attendant to volunteering for Village of Bellevue, and agrees to indemnify, release, and hold harmless Village of Bellevue, its Board and officers, agents and employees from and against all claims, demands, loss or liability of any kind or nature for any possible injury (including but not limited to personal injury and/or death) incurred while providing services under this Agreement.



#### 4) PHOTO RELEASE:

- The Volunteer grants permission for his/her photo to be taken and used in any promotional material produced by the Village of Bellevue

#### 5) TERMINATE AGREEMENT:

- Either party may terminate this Agreement at any time for any reason without notice to the other party
- The parties agree that this is their entire agreement, and no agreement, oral or written, exists outside of this document

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*Volunteer's Signature*

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*Date*

### *Parental Consent*

#### **FOR VOLUNTEERS WHO ARE UNDER AGE 18**

This is to certify that I am the parent or guardian with legal responsibility for this child-volunteer, and that I agree with and consent to this child-volunteer's compliance with this Agreement, including, but not limited to, this child-volunteer's release as provided above, and for myself, my heirs, assigns, and next of kin, release and agree to indemnify and hold harmless the Village of Bellevue, its Board and officers, agents and employees from and against all claims, demands, loss or liability of any kind or nature for any possible injury (including but not limited to personal injury and/or death) incurred while this child-volunteer is providing services under this Agreement.

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*Please Print Volunteers Name*

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*Relationship to Child*

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*Parent/Guardian's Signature*

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*Date*

## **THANK YOU FOR VOLUNTEERING WITH THE VILLAGE OF BELLEVUE**

#### **Please return to:**

*Village of Bellevue*  
*2828 Allouez Ave*  
*Bellevue, WI 54311*  
**(920) 468-5225**

