



Volunteer Application & Agreement

Thank you for your interest in becoming a volunteer with the ***Friends For the Dearborn Animal Shelter (the Friends)***. To apply, please complete Section 1 and sign the Release and Save Harmless Agreement found in Section 5.

Please bring your completed application with you to orientation.

1. Information about you

Name: _____		
Address: (please include city and ZIP) _____		
E-mail: _____	Home Phone: () _____	Work Phone: () _____
If you are <u>under 18 years old</u> this section must be completed.		
Age _____ Date of Birth _____ (month/day/year)		
In case of emergency, please contact: _____		
Name	Relationship	
Contact's phone number: _____		
<p>Parents of Friends For The Dearborn Animal Shelter Student Volunteers: Please read the Friends Student Volunteer Handbook and review the guidelines with your student. After you have done so, sign and date below to acknowledge compliance with the guidelines.</p>		
_____	_____	
Print Parent/Guardian First and Last Name	Signature /Date	
How did you find out about the Friends?		
<input type="checkbox"/> Newsletter <input type="checkbox"/> Newspaper <input type="checkbox"/> Visiting the Shelter <input type="checkbox"/> Web site <input type="checkbox"/> Current Volunteers		
Other: _____		

2. Sign up for volunteer orientation

Before participating in off-site events or working with the animals at the shelter, all new volunteers **must** go through a volunteer orientation. Please see the attached schedule for available orientation sessions. You must pre-register to attend a session. To do this or for any questions, contact the shelter directly at **(313) 943-2697**.

3. Volunteer T-shirts

All Friends volunteers are asked to purchase official volunteer T-shirts. Volunteers are asked to wear their T-shirt when working at the shelter and at off-site events in order to be visible to staff, adopters, and the public.

4. How to Help?

In addition to caring for animals housed at the shelter, **adult** volunteers support the Friends in a variety of ways.

- Administrative Work (mailings, phoning campaigns)
- Adoption Events (Friends-sponsored events, Detroit Zoo adoption events, etc.)
- Community Education (educational brochures, school visits, retirement center visits, etc.)
- Community Events (Dearborn Homecoming, Art on the Avenue, Spay Neuter Clinics, etc.)
- Fund-raising Events (Vegas Night, Mutt Strut, Critter Invitational Golf Outing, Black Tie & Tails)
- Publicity (newsletter, press releases, event coverage, monthly flyers, etc.)
- Technology (shelter computers, web site, etc.)

You will receive information about the various Friends teams at orientation and will have the opportunity to sign up for teams that interest you. Any amount of involvement will make a difference!

5. Request to participate inside the Dearborn Animal Shelter: Release and Save Harmless Agreement

The terms of our insurance require that you complete a "hold harmless" agreement (below)- whether or not you will be working directly with the animals - and that it be authorized by a designated representative of the City of Dearborn. To ensure you understand the requirements to work as a volunteer inside the Shelter, please read the following and then complete the agreement:

1. The minimum age to work inside the shelter is 12.
2. The following release must be signed by all who work with/around animals in the shelter.
3. For your safety and that of the animals, you must receive orientation and training prior to working with the animals.
4. All volunteers must sign in each day they work. Students: if unable to work your scheduled time, notify the shelter.
5. Do not open a cage that has a sign reading "Do Not Touch" or "DANGER", or any such notification.
6. All volunteers must wash their hands after they handle the animals.
7. All bites, scratches, slips, or falls must be reported to the Executive Director.
8. Volunteers are not allowed to ride in City vehicles operated by Dearborn Animal Shelter Officers.
9. The Executive Director makes the final decision on any animal in the Dearborn Animal Shelter. Please be aware that even though we strive to find every adoptable animal a quality home, we do, on occasion, have to euthanize animals when there is no other alternative, such as severe injury or illness, exceedingly aggressive temperament, unsound mental health, or cage space limitations.

WHEREAS: _____ (*your name*) has expressed the desire to participate in police and community relations work to include working at the Dearborn Animal Shelter on a voluntary basis with a beginning date of ____/____/____, and WHEREAS: that request is deemed acceptable to the City of Dearborn, provided the undertaking is completely at the sole risk of the above _____ (*your name*) as to injury or death resulting from such undertaking, therefore: _____ (*your name*) does hereby assume personally all risk of death or injury and does hereby agree to hold safe and harmless and release forever the City of Dearborn from all liability whatsoever to _____ (*your name*) his/her heirs or assigns, such release of liability shall expressly cover all acts or occurrences arising from participation by _____ (*your name*) working at the Animal Shelter including all acts or occurrences of any kind, in agreement thereto: _____ (*your name*) does this _____ (*day*) of _____ (*month*), _____ (*year*), execute this release and does release the City of Dearborn and agree to save the City safe and harmless from action arising from his/her participation described above.

_____ (Signature of applicant) _____ / _____ / 200__ (Date)

_____ (Signature of parent or guardian if applicant is under age 18)

To Be Completed by the City

Approved by:

Date:

***Did you remember to:**

- Sign and date your application?
- Contact the shelter (313-943-2697) to sign up for an orientation session?

Dearborn Animal Shelter
 2661 Greenfield
 Dearborn, MI 48120
 (313) 943-2697
 Fax: (313) 943-2262
www.dearborn-animals.com

Friends For the Dearborn Animal Shelter is a not-for-profit organization; Tax ID 38-3171570