



Everyone deserves a happy home

Luna's House, Inc. Volunteer Agreement

Luna's House, Inc.
P.O. Box 802
Abingdon, MD 21009

410-274-4837
Info@lunashouse.org
www.lunashouse.org

Luna's House, Inc. (LHI) is an animal welfare organization currently comprised entirely of volunteers, thus we are entirely dependent on our amazing volunteers to be a successful animal rescue group.

Steps to becoming a volunteer:

1. Please complete this Volunteer Application and Waiver/ Release of Liability in their entirety. The Application and Waiver may be e-mailed to Info@lunashouse.org, mailed to Luna's House, Inc., P.O. Box 802, Abingdon, MD 21009, or submitted in person to an appropriate Luna's House, Inc. representative at any Luna's House events or by appointment.
2. Obtain a Luna's House Volunteer Manual (Available January 2009)
3. Attend additional training classes as required for specific activities (as deemed necessary)

Thank you for contacting us! We look forward to working with you.

Section One: Information about you:

Today's Date:	Are you 18 or older? <input type="checkbox"/> Yes <input type="checkbox"/> No
Name:	Date of Birth:
Street Address:	E-mail Address:
City, State, Zip	Home telephone:
Work telephone:	Cell telephone:
How did you hear of the Luna's House, Inc. Volunteer Program?	
If you are here through a volunteer program with another agency, please indicate the following:	
Agency:	Address:
Name of Contact Person:	Telephone:
Please list a contact in case of an emergency. If you are under 18, this person must be a parent or guardian:	
Name:	Relationship:
Work telephone:	Home phone:
Cell phone:	
Do you know any LHI volunteers?	
Name:	Relationship:
Name:	Relationship:

<p>Have you ever been a volunteer with LHI before? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, when?</p> <p>If yes, what was your reason for leaving?</p>
<p>Have you adopted an animal from LHI? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, who did you adopt, and when?</p>
<p>Are you a member of any other animal welfare organization? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, how do you participate?</p>

Why would you like to volunteer with LHI? _____

Section Two: Background:

<p>Have you had any formal education/training in pet care or animal welfare?</p> <p>Where: _____ When: _____</p> <p>Type of education/training: _____</p>
<p>Have you done any other volunteer work?</p> <p>Where: _____ When: _____</p> <p>Type of work performed: _____</p>

Section Three - Areas of volunteer interest (please check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Foster Care | <input type="checkbox"/> Educational |
| <input type="checkbox"/> Adopter Education/ Screening | <input type="checkbox"/> Groomer |
| <input type="checkbox"/> Clerical/Office | <input type="checkbox"/> Fundraising Support |
| <input type="checkbox"/> Donation Transporter | <input type="checkbox"/> Event Staffing |
| <input type="checkbox"/> Digital Photography | |

Section Four - Areas of Expertise:

Please indicate if you have any prior experience in the areas you've checked: _____

Please indicate if you have an area of professional expertise that could be helpful. _____

Please provide any additional information you would like about yourself or how you would like to participate as a LHI Volunteer: _____

Please note, children under 18 years of age must be accompanied by an adult when volunteering for LHI, with no more than three children per adult. For their safety, every child under 10 years of age must each be accompanied by an adult. These conditions hold true unless previous arrangements have been made with Luna's House personnel.

Please submit a separate application and waiver for each person. Thank you!



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When becoming a Luna's House, Inc. (LHI) volunteer, you will be required to abide by the terms of our Volunteer Agreement.

If accepted as a LHI volunteer, my signature below indicates that I have read, understand and agree to the following:

- I will treat all animals and other volunteers with respect and I will work as a team member with all volunteers. I understand that my opinions are considered very valuable to Luna's House management and will provide them openly, knowing that they will be respected and appreciated.
- I will abide by all LHI policies and procedures.
- I agree to be supervised as appropriate by LHI personnel and will report any problems that arise directly to the proper LHI representative. LHI strives to work through issues as efficiently as possible to make the animals' conditions and your volunteer experience the best, most fulfilling they can be.
- I understand the possible risk of transferring disease-causing microorganisms from LHI foster homes or offsite adoption venues to my personal animals or vice versa and must have current vaccinations for my animals at home, as appropriate.
- I understand the potential safety risks of working with animals and that I may not bring friends or relatives with me while volunteering for LHI, unless they have also submitted a Volunteer Agreement and Waiver of Liability or prior arrangements have been made in advance with LHI personnel.
- I am current on my tetanus vaccination and covered by a health insurance plan.
- I authorize LHI volunteers to seek emergency medical treatment for me in case of accident, injury or illness.
- I agree to indemnify and hold harmless LHI, its officers, agents, and volunteers from and against any and all liability whatsoever arising out of or related to my duties under this agreement or for any negligent act or omission by LHI, its officers, agents, and volunteers. (I understand that as a small animal rescue group, LHI cannot afford to be held liable for carelessness or clumsiness on my part).
- If I fail to abide by the terms of this Agreement or am otherwise unable to meet the requirements of the volunteer program, which are subject to change by LHI personnel, I understand that I will be terminated from the program. I also understand that I may at any time be removed from my position as a volunteer at the discretion of LHI management. However, as we are an all-volunteer organization, we really need you and like having you around. If you are nice to the animals all the time and to us and all the other volunteers most of the time, none of this "termination from the program" nonsense should be necessary.

Signature: _____

Date: _____

If under 18, Signature of Parent/Guardian: _____

Relationship: _____

Date: _____



Volunteer Waiver and Release of Liability

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Date: _____

Name _____ Date of Birth _____

Address _____ City _____ St _____ Zip _____

Daytime Phone _____ Evening Phone _____

E-Mail _____

I, the undersigned, agree to release, discharge, indemnify and hold harmless Luna's House, Inc. (LHI), its officers, agents, and volunteers from any and all claims, demands, losses, costs, liabilities, damages, expenses and suits in law or in equity that may arise out of my performing services for LHI, its officers, agents, or volunteers.

I recognize that in handling animals while performing services for LHI, there exists a risk of injury including, but not limited to, personal physical harm. On behalf of myself, my heirs, assignees, guardians, and personal and legal representatives and executors, I hereby release, discharge, indemnify and hold harmless Luna's House, Inc., its officers, agents, and volunteers from any claims, demands, losses, costs, liabilities, damages and expenses connected with my services to or for LHI or my participation agreement, whether caused directly or indirectly by any negligence (active or passive) attributable to LHI, its officers, agents, and volunteers.

I have read and fully understand the Terms and Conditions of this Volunteer Agreement, Waiver and Release of Liability and I agree I will comply with said Terms and Conditions, as described herein.

LHI MAKES NO REPRESENTATIONS CONCERNING ANY ANIMAL'S EXPOSURE TO RABIES OR OTHER DISEASES.

As a Volunteer within LHI animal programs, I fully understand that LHI does not provide participants with medical insurance, workers' compensation, or automobile liability insurance coverage.

Printed Name: _____

Signature: _____ Date: _____

If the participant is younger than 18 years of age, the parent/legal guardian shall agree to the following:

As a parent or legal guardian of the above named person, I hereby give my consent to allow the undersigned to volunteer with Luna's House, Inc. and comply with the conditions of this Volunteer Agreement, Waiver and Release.

Printed Name of Parent/Legal Guardian: _____

Signature of Parent/Legal Guardian: _____ Date: _____