**Volunteer Intake Form**

**Date of Intake: \_\_\_\_\_\_\_\_\_\_**

**Basic Information**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DOB:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

**Emergency Contact**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**Interests & Qualifications**

Highest Level of Education: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Skills & Qualifications: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What volunteer roles/ tasks are you interested in? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you volunteering for required services hours? *(circle one)* Y N

Are you volunteering for school or employment incentives? *(circle one)* Y N

What is the frequency of volunteering you are looking for? *(circle one of the following)*

daily weekly every other week occasionally holidays/special events

**Acknowledgement**

1. **Confidentiality**. I understand and acknowledge that during my volunteer service with TNC, I will have access to Confidential Information not generally known to the public. I agree that during my volunteer service with TNC and at all times thereafter, I will hold TNC's Confidential Information in strict confidence, and will not disclose or use such information outside the scope of my volunteer service with TNC.  
For purposes of this Agreement, "Confidential Information" includes, but is not limited to, all data, materials, knowledge and information generated through, originating from, or having to with TNC or persons associated with our activities. This also includes, but is not limited to,  
any information of, or relating to, our staff, clients, volunteers, projects, operations and  
activities.  
Client information, including all file information, is not to be disclosed to any third party without TNC’s prior authorization.  
I further agree and understand that I will immediately return all TNC Confidential  
Information at the end of volunteer service, or whenever requested by TNC.

2**. Liability.** I recognize that the opportunity to participate as a volunteer at The Navigation Center may involve physical labor and may carry a risk of personal injury. I hereby agree to assume all risks which may be associated with my participation.

I hereby release, discharge, waive, and relinquish all claims, liabilities, and damages I may sustain from bodily injury, personal injury, or property damage, and hold harmless The Navigation Center, its directors, employees and agents.

3. **No Entitlement to Compensation**. I understand that I am not entitled to any compensation or benefits in exchange for the time that I donate to AHSC, and I have no desire to receive compensation or benefits from AHSC; and

**My signature signifies I agree to these terms and will abide by all of the above.**

Signature: [\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_](https://esign.com/) Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_