



westbay community action
Helping people. Changing lives.

FOR OFFICE USE ONLY!

Station(s) _____
 Date Assigned: ___/___/___
 Computer Entry: ___/___/___
 By: _____

Volunteer & Community Service Inquiry

Thank you for your interest in volunteering with Westbay Community Action. Please complete this form, and our volunteer coordinator will contact you within two business days.

Date: _____

Name: _____ Date of Birth: _____

Address: _____

Phone: _____ Email: _____

Type of Volunteer Service Needed:

_____ General Volunteer (if 55 or older please join AmeriCorps Seniors—check here) _____

_____ Community Service (for school, club, or organization)

_____ Community Service (Court mandated) How many hours do you need to complete? _____

Have you volunteered with us before? Yes/No How'd you hear about Westbay? _____

In signing this form, I agree to:

- Stay home if I'm experiencing diarrhea, vomiting, fever, sore throat with fever, jaundice (yellow skin or eye color), infected cut, wound, or lesion with pus (such as a boil).
- Dress comfortably with no political or religious messaging and closed toed shoes.
- Comply with the confidentiality laws regulated by the Federal and State governments. I understand that these confidentiality laws remain in effect both during and after my time of service with Westbay Community Action. I understand that any unauthorized disclosure of client information may result in disciplinary action, termination, and legal action.
- Sign in and out on the work site sign-in sheet. It is your responsibility to sign in and out as this is how we track your hours for your court letter.
- Understand that Westbay needs **at least 24 hours' notice** to provide court mandated service letters, which will be on WBCA letterhead stating hours completed and in what capacity.

I have read and agree to the terms of the volunteer contract.

Signature & date _____