

# Gloucester-Mathews Humane Society

## Court-ordered Community Service Application

**You must meet with the GMHS Community Programs Manager prior to filling out this application.**  
**Please call 804-693-5520, ext. 320 to schedule an appointment.**

**PERSONAL INFORMATION (please print clearly)**

**NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**DATE OF BIRTH:** \_\_\_\_\_ **MAILING ADDRESS:** \_\_\_\_\_

**CITY/STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**PHONE: (HOME)** \_\_\_\_\_ **(CELL)** \_\_\_\_\_

**E-MAIL:** \_\_\_\_\_

**PROBATION OFFICERS INFORMATION (if applicable)**

**NAME:** \_\_\_\_\_

**BUSINESS ADDRESS:** \_\_\_\_\_

**CITY/STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**E-MAIL:** \_\_\_\_\_

**Community Service Guidelines:**

- Community service schedules should be followed precisely as set forth during orientation meeting with GMHS Community Programs Manager.
- You must be able to provide documentation that the charges meet our guidelines. (Adults ONLY).
- Court-ordered community service volunteers will only be granted hours by performing duties such as: laundry/dishes, cleaning our shelter, or cleaning other areas of the grounds as deemed appropriate.
- Court-ordered community service volunteers must be able to work in a self-directed environment.
- Cell phones and other electronic devices are NOT permitted during volunteer hours.
- You may take up to a 30-minute lunch break if you volunteer 5 hours of more in one day.
- Lunch breaks may be taken in the Volunteer Room
- NO smoking permitted. (Minors ONLY)

Schedules will be based on shelter needs and once a schedule is set, volunteers must follow the schedule unless previous arrangements have been made. I have read the Community Service Guidelines and fully understand and agree to all terms and conditions.

*Signature* \_\_\_\_\_ *Date* \_\_\_\_\_

**COMMUNITY SERVICE APPLICATION – FOR OFFICE USE ONLY:**

**SIGNATURE ON ALL PAGES:** YES NO If NO, indicate missing page: \_\_\_\_\_

**Hours needed to complete:** \_\_\_\_\_ **Start Date:** \_\_\_\_\_ **Deadline:** \_\_\_\_\_

**ORIENTATION DATE:** \_\_\_\_\_

**GLOUCESTER-MATHEWS HUMANE SOCIETY  
VOLUNTEER SERVICES RELEASE**

As a VOLUNTEER at The Gloucester-Mathews Humane Society ("GMHS"), I recognize that there exists a risk of injury or sickness, including personal injury or harm, when I am handling or otherwise around animals. Such injuries may include animal bites, accidents, injuries, and personal property damage. I acknowledge that I will not to handle or interact with the animals unless I have been instructed to do so. I recognize that I may come in to contact with certain chemicals, including but not limited to chlorine bleach, canine and feline dips, powders, and shampoos. On behalf of myself, my heirs, personal representatives and executors, I hereby agree to RELEASE, DISCHARGE, INDEMNIFY, and HOLD HARMLESS GMHS, together with its agents, affiliates, employees, and directors, from any and all claims, causes of action, charges, suits, controversies, or demands for any damages, including costs and attorneys' fees, sustained by me either arising from or related to my volunteer services at GMHS.

I ACKNOWLEDGE THAT I HAVE READ AND FULLY UNDERSTAND THE TERMS OF THE VOLUNTEER SERVICES RELEASE AND THAT I WILL COMPLY WITH THE SAME.

Date: \_\_\_\_\_ Signature of Volunteer: \_\_\_\_\_  
Printed Name: \_\_\_\_\_

**STATEMENT OF ANIMAL CRUELTY, NEGLECT OR ABANDONMENT**

By signing below, I certify that I \_\_\_\_\_  
(Please print your full legal name)

have never been convicted of animal cruelty, neglect or abandonment in Virginia or any other state or location.

Your signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PARENT OR LEGAL GUARDIAN (OF VOLUNTEERS UNDER 18 YEARS OF AGE)**

As a parent or legal guardian of the above named volunteer, I hereby give my consent to allow my child/ward to perform volunteer services for the Gloucester-Mathews Humane Society as described within the Volunteer Application.

Date: \_\_\_\_\_ Signature of Parent or Legal Guardian: \_\_\_\_\_  
Printed Name: \_\_\_\_\_

**GLOUCESTER-MATHEWS HUMANE SOCIETY  
TERMS AND CONDITIONS**

VOLUNTEER means a person who freely chooses and renders services to the Gloucester-Mathews Humane Society in a voluntary capacity for a civic, charitable, or personal motive, without promise or expectation of compensation, at hours that suit their own convenience. I fully understand and agree that my services are provided strictly in a VOLUNTEER capacity.

I fully understand and agree to provide my services to the GMHS as a volunteer in a volunteer capacity without any express or implied promise of salary, commission, payment or compensation of any kind whatsoever. I fully understand and agree to provide my services to the GMHS as a volunteer in a volunteer capacity without any employment-type benefits, including but not limited to employment insurance programs, workers' compensation accrual in any form, or sick, holiday, or annual leaves time.

I fully understand that the GMHS handles large numbers of animals of unknown temperament on a daily basis. I agree to hold the GMHS harmless from any liability for any injury(s), which I might sustain from handling animals during the course of my volunteer duties. I fully understand and agree to assume all risks involved in any and all duties that I perform for the GMHS in my volunteer capacity while on-site at the shelter or off-site.

I agree to familiarize myself with the GMHS policies and procedures including specifically those policies and procedures for handling and treating animals safely and ethically. I also understand and agree that as a volunteer of the GMHS I must be able to work independently and with minimal staff supervisions in accordance with standard operating procedures of the Gloucester-Mathews Humane Society.

Volunteers shall accept direction from the shelter manager, community programs manager or section staffer.

Volunteers must not adjust shelter thermostats or other operational equipment. Volunteers who use shelter-equipment for GMHS projects must report any problems with or damage to the equipment immediately to the shelter manager, community programs manager, or the Executive Director.

Volunteers shall not criticize or disparage the GMHS either verbally or in any public or social media. Volunteers shall not represent that their views are those of the GMHS or that they are expressing their views on behalf of the GMHS.

Volunteers shall refrain from giving any medical or "expert" advice to visitors at the shelter.

Volunteers shall report any injury sustained at the shelter immediately to the shelter manager, including bites and scratches from shelter animals.

Volunteers must not remove any shelter property, including food, leashes and other supplies, without permission from the shelter manager.

I fully understand the GMHS expects high standards of moral and ethical treatment of the animals under its care. I agree to strictly adhere to these standards in my voluntary capacity at the GMHS.

I fully understand and agree that at its sole discretion GMHS may end the volunteer relationship for any reason.

I, \_\_\_\_\_, having fully read and understood the above definitions and terms, hereby agree to accept a position with the GMHS as a VOLUNTEER performing volunteer duties out of generous and charitable motives in a VOLUNTEER CAPACITY.

