



SARATOGA
SPRINGS
LIBRARY

SARATOGA SPRINGS LIBRARY

SERVICE HOURS APPLICATION

Individual

The success of our library depends on many hours of volunteer assistance. If you are interested or in need of service hours that are not court mandated, please fill out and submit this application.

- Youths between the ages of 8-12 must have an adult accompany them for service.
- A maximum of 2 hours of service may be completed on any one day by individuals under 14.
- If more than 20 hours of service are required, fill out the Volunteer Application.
- All Library service hours must be scheduled 72 hours in advance, must be during the Library's open hours, and must have an appointment confirmed by the Library.

Date: _____

Name: _____ Phone: _____

Email: _____ Date of Birth: _____

Address: _____

Emergency Contact Name: _____ Phone: _____

How many hours do you need: _____

Preferred Dates and Times to Schedule Service:

1. _____

2. _____

3. _____

Where did you hear about volunteering? _____

City of Saratoga Springs, Utah Volunteer Services Agreement and Release

We are pleased that you have decided to volunteer for the City of Saratoga Springs. Please accept our sincere thanks for your valuable contribution. Please read this agreement carefully and sign if you accept the terms.

1. The nature and length of my services for the City are listed in Exhibit A ("Services"). I will not perform any services outside the scope of these Services. At the end of this period, my Services will automatically cease and I will no longer be permitted access to the City's non-public property, facilities, or equipment. I agree that the City may terminate my Services at any time, with or without cause or notice.

2. I understand and agree that I am not an employee, contractor, or agent of the City and I will not receive or be entitled to any compensation, reimbursement, or payment for the Services. I agree to release the City from all claims to compensation, reimbursement, or payment for the Services.
3. I understand that I am volunteering for a governmental entity and I agree to act appropriately, professionally, and courteously. I understand that I may encounter information or records that are confidential, proprietary, or privileged to the City. I agree not to disclose, discuss, or reveal this information to parties other than the City and to keep all City records, information, or files confidential.
4. Depending on the length and nature of my Services, I understand that I may be subject to a background check. In such a case, I understand that the City may ask me to sign a consent and waiver to provide personal information for a background check and the City may terminate my Services for failure to do so.
5. I am providing the Services at my own risk. I agree to take responsibility to ensure my safety and the safety of those I am around. I accept the responsibility to educate myself about boundaries and safety and to participate in safe practices at all times.
6. I release and hold harmless the City and its employees, officers, volunteers, and officials from all injuries, liability, and claims that I or my representatives, heirs, or next of kin may have, sustain, or suffer because of the Services provided. I also agree that I am fully responsible for any and all injuries, losses, or damage that I intentionally or recklessly inflict upon any person or property while providing the Services.
7. I have read and understood this Volunteer Service Agreement and Release and voluntarily agree to its terms as a condition of being allowed to participate in the Services.

Signature of the Participant

Date

Printed Name of the Participant

IF VOLUNTEER IS UNDER 18 YEARS OF AGE, A PARENT OR GUARDIAN MUST READ THE FOLLOWING STATEMENT AND ACCEPT THE TERMS OF THIS AGREEMENT BY SIGNING BELOW:

I have read the Volunteer Services Agreement and Release and give my permission for the above minor to participate in the Services as described. I hereby voluntarily accept all of the terms and conditions in the Volunteer Services Agreement on behalf of the above listed minor.

Signature of Parent or Guardian

Date

EXHIBIT A

1. Description of Services: Performs general maintenance and janitorial duties, such as cleaning items, dusting and vacuuming; does shelf reading to assure materials are in proper order; performs other duties as assigned by supervisor.
2. Unless terminated earlier by the City, the Services shall be for the period time scheduled by the Library.