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2219 Crystal Street Anderson, Indiana 46012 - (765)644-6484 - Fax (765)644-7528

[www.petfinder.com/shelters/IN35.html](http://www.petfinder.com/shelters/IN35.html)

**VOLUNTEER APPLICATION**

**(Minimum age is 14, unless volunteering with a supervising parent/guardian)**

(Please Print)

Name: Date:

Address:

City: State: Zip:

Phone:( ) Alt. Phone:( ) Fax:( )

E-Mail: Date of Birth:

In Case of Emergency, who to notify:

Are you a student? Yes No

If yes, School Attending: What grade level?

List special interests/skills/talents:

Do you have any physical or medical limitations regarding the type of work you are interested in that you would like MCHS to be aware of?

Have you ever worked or volunteered at a Humane Society or Animal Shelter? Yes No

* If yes, in what capacity?
* What were your duties?
* What other animal care experience do you have?

Have you ever been convicted of a crime? Yes \_ No\_\_\_ If yes, please explain:

**PLEASE CHECK AREAS OF INTEREST IN WHICH YOU WOULD LIKE TO VOLUNTEER.**

**\_\_\_\_ SHELTER WORK:** Assisting staff in cleaning cages and kennels, picking up trash and sweeping, learning how to bathe dogs, helping with laundry and miscellaneous cleaning tasks.

**\_\_\_\_\_CLERICAL WORK IN THE OFFICE:** (Office is closed on Wednesdays and Sundays)

Duties include answering the phone, greeting and directing visitors to the shelter, doing laundry, etc.

**\_\_\_\_\_FOSTER CARE IN YOUR HOME:** Apply to foster a homeless cat, dog, puppy or kitten that needs special attention in a home environment, with medical care paid by MCHS. Completed application must be submitted for approval.

**\_\_\_\_\_FUND- RAISING & SPECIAL EVENTS**: MCHS is wholly funded by donations and fundraising projects. Volunteers are always needed to help with events.

**\_\_\_\_\_PETSMART ADOPTION EVENTS:** Going to special events and locations with shelter animals, usually dogs, to help find potential adopters and forever homes. May involve walking dogs on leashes, answering questions about them and directing them to MCHS for adoptable pets.

**VOLUNTEER RELEASE AND INFORMATION FORM**

In consideration of the willingness of the Madison County SPCA Humane Society, Inc. (MCHS) to delegate to me assignments within the scope of volunteer services, I do hereby release, discharge and forgive the MCHS, it’s board, departments and employees from and against any liability, claims, injuries to person, death or damages that may be sustained or caused in the course of my duties as a volunteer for the MCHS. Such release shall include, but not limited to, injuries sustained as result of animal bites, scratches, diseases contracted from animals, injuries due to falls and injuries due to the handling of animals. I do hereby agree to indemnify and hold harmless all the above named parties from and against any and all such liability.

It is hereby acknowledged that this document has been signed for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and further, this document shall be binding upon the undersigned and his/her successors, assigns and personal representatives.

Furthermore, as a volunteer I commit to:

* Attending any training sessions required for volunteers.
* Full disclosure of personal restrictions, such as but not limited to: a limit on how much weight I can lift, allergies to animals, pregnancy, immune-compromised and any other pertinent health issues.
* Reporting all accidents or injuries to first available staff. I will follow thoroughly and exactly the procedures set by the MCHS.
* Observing the safety rules of the MCHS. I will follow the instructions of the staff.

Printed Name Signature Date

Parent or Guardian Printed Parent or Guardian Signature Date

 (If volunteer is under 18)

* **Minimum volunteer age is 14.**
* You must fill out a “Volunteer Application” and “Volunteer Release” form.
* If you are under 18 years of age your parent or guardian must also sign the “Volunteer Release” form.
* You will be called to schedule volunteer time in some areas, like fund-raising, helping at PetSmart, etc.
* Please sign in, and out, in the “Volunteer Log Book” each time work is performed.
* Please remove any jewelry that may present a hazard to the animals or yourself.
* Do not wear any clothing that makes contact with the ground.
* Do not wear sandals, thongs, clogs or any shoes that are not fully enclosed.
* Please be aware that you will be working in an animal facility and dress accordingly--it is quite possible that your clothing may get wet or soiled in performing your tasks.

We look forward to working with you in the near future. If you have any questions or concerns about your volunteering experience with us please contact the office.

Signature: Date: