



INDIVIDUAL VOLUNTEER MANUAL



Habitat for Humanity®
MidOhio

CURRENT NEEDS INCLUDE:

*RESTORE
DECONSTRUCTION LEADS
VOLUNTEERS FOR HOME REPAIR
WEEKDAY CONSTRUCTION*

Getting Started

Checklist

Use the following volunteer checklist and get started serving the families of Habitat for Humanity – MidOhio. We welcome your participation, and we will work to ensure you have a volunteer experience that is convenient, productive, fulfilling, and fun!

- Thoroughly read this manual, and keep it for future reference.
- Create a profile on our volunteer website:

[HTTPS://VOLUNTEER.HABITATMIDOHIO.ORG](https://volunteer.habitatmidohio.org)

or:

in hard copy using the form at the back of this manual.

This is your portal for identifying and registering for volunteer activities of interest. Check it often for new volunteer activities.

- Fill out the required volunteer forms, and bring them to your first volunteer opportunity.
- Attend your assigned work shift. All volunteers are asked to please arrive on time and sign in and out.
- If at any time you are unable to make a volunteer event for which you have signed up, please go to the volunteer website, sign in, and click the “cancel” button to the right of the date, so that others may fill your spot.
- For a more interactive introduction to our affiliate, use the volunteer website to register for one of our biannual orientation sessions.



Required Forms

A *Release and Waiver of Liability Form* must be completed and turned in. Individuals without a completed waiver will not be permitted to work.

Waiver forms may be turned in at the start of the volunteer workday. (Separate form for minors.)

If you are volunteering for community service requirements or school credit, please contact: **Leah Brudno** at (614) 715-3578 or LBrudno@habitatmidohio.org before you begin volunteering.



About Habitat for Humanity-MidOhio

The Critical Need

Affordable, decent housing is one of our most basic human needs, yet it is in alarmingly short supply in our very own neighborhoods and throughout the world. A decent place to call home creates stability, launching families onto a positive trajectory of generational change, one that includes hope, improved health, and a better quality of life.

Who we are, What we do

Habitat for Humanity-MidOhio has spent more than a quarter century helping to bring the dream of homeownership to families in need. Working in conjunction with Habitat for Humanity International, Habitat MidOhio partners, donors, and volunteers have played a role in rekindling hope for over 400 families living in central Ohio through new home construction and critical home repairs.

Habitat MidOhio offers a program designed to be a hand up, not a hand out, to families in need. Through hard work, commitment, and thousands of hours of sweat equity, Habitat MidOhio families are breaking the cycle of poverty through homeownership and creating a brighter future for generations to come.

We view our work as meaningful because it helps transform lives and promote positive and lasting social, economic, and spiritual change within a community. Our model works because it is based on empowerment, mutual trust, and fully shared accomplishments. Habitat MidOhio partner families go on to thrive and achieve personal and family milestones as a result of the stability and piece of mind that homeownership brings.

Our Partner Families

Habitat MidOhio is one of the only affordable housing builders in Franklin, Licking, and Madison Counties targeting families who earn 30-60% of median income. Partner families are chosen after a stringent review process during which Habitat assesses their need for housing, their ability to repay a zero-percent interest mortgage; and, their willingness to partner with Habitat through sweat equity. Partner families are all first-time homebuyers, must live in the affiliate mission services area, and must currently be living in substandard conditions.



About Habitat MidOhio

How we do it

Habitat is able to make housing affordable to families of low-income because:

- Houses are sold through a no-profit, zero-interest mortgage that is created and held by the Affiliate;
- Partner families and construction volunteers build under trained supervision and supply thousands of hours of labor to further reduce home-building costs;
- Individuals, corporations, faith groups, and others provide vital support through house sponsorships, monetary contributions, and in-kind donations.



Habitat for Humanity-MidOhio ReStores play an important role in the effort to eliminate substandard housing in Central Ohio. New, used, and surplus donated goods are collected and sold to the public at discounted prices.

The proceeds from these sales offset most of Habitat MidOhio's administrative costs- so cash contributions go directly toward building homes and revitalizing communities locally and abroad.

The ReStores also allow local residents to recycle and repurpose items that would otherwise end up in our landfills. Last year alone, Habitat MidOhio ReStore operations diverted more than 2,600 tons of reusable materials from area landfills.



How you can get involved

Volunteers are the heart of our mission and contribute daily to Habitat's success in providing decent, affordable housing to working families low-income in Franklin and Licking Counties. A wide variety of opportunities are available for volunteers.

While Habitat for Humanity is known for its construction opportunities, we utilize volunteers in every area of our organization. Regardless of where your talents lie, we have an opportunity for you!



Opportunities in Construction

Construction Crews

All volunteers typically work in crews of five to ten people. An experienced Site Lead is assigned to each worksite to oversee crew leads and teach volunteers what to do and oversee basic worksite safety. Volunteers of all skill levels comprise a crew.

Special “Evening Crews” work specifically on Wednesday and Thursday nights.



Our most critical need for volunteers is to find those “Winter Warriors” who are willing to brave cold, wintery days to help families and children move into a new home as soon as possible. While spring, summer, and fall are typical home construction months at Habitat, construction and repair activities often must occur during the winter months due to sponsor funding cycles.

Winter work schedules are adjusted as needed to avoid inclement weather and to ensure worksite safety. Each “Winter Warrior” who works on a construction site during January through March receives special recognition for responding when the need is greatest. We need you . . . so bundle up and join the “Winter Warriors” crew today!



CONSTRUCTION HOURS

A Regular Workday is from 8:30am to 4:00pm on Tuesday through Saturday. “Evening Crews” are from 5:30pm to 8:00pm on Wednesdays and Thursdays.

WEEKDAY VOLUNTEERS ARE ESPECIALLY NEEDED!

Volunteers are asked to commit to work a full shift.

PLEASE NOTE: Volunteers are asked to please understand that home-building activities can be extremely variable due to issues like poor weather, contractor schedules, equipment failures, etc. Last-minute changes sometimes occur due to circumstances out of the direct control of Habitat.

Build homes w/Habitat MidOhio

Women Build

Women Build was organized with the intention to empower women on a Habitat build site. Build on an all-female crew. There are also non-construction opportunities that support the Women Build program, including our Women Build Committee.

Thrivent Builds

This is an on-site construction and repair program made possible through Thrivent Builds grant program and Thrivent Financial. We encourage those who are a Thrivent Financial member, to sign up for this unique fellowship opportunity.

Home Repair

Habitat MidOhio is planning to expand its Home Repair program and is currently seeking home repair volunteers! Volunteer on a home repair site by helping to renovate owner occupied homes. Home Repair projects allow Habitat to provide service to current homeowners who are in need of home maintenance and cannot afford conventional service plans. Our repair volunteers help with projects involving exterior painting, siding, porch/stair repair, water damage, just to name a few.

Construction Support

Help assist the construction department by delivering and organizing tools and materials and assisting with special projects and maintenance at our work sites and warehouse.

Age Requirements

Youth volunteers must be 16 years old to volunteer on a construction or renovation site and 18 years old to use ladders or operate power tools. Youth volunteers must be accompanied by a parent or adult (21 or older). No special experience is necessary for youth or supervising adults. Groups are required to maintain a 5:1 youth to adult ratio.

Volunteering as a group?

Visit our volunteer website at [HTTPS://VOLUNTEER.HABITATMIDOHIO.ORG](https://volunteer.habitatmidohio.org) to fill out our group inquiry form and view our new volunteer team manual.



Please note that all groups interested in volunteering on a Habitat construction site are currently being placed on our volunteer waitlist.

One way to gain priority on the waitlist is to participate in our day sponsorship opportunity.

To learn more about how your group can become a Habitat day sponsor, please contact:

*Deb Light, Director,
Volunteer Services at:
DLight@habitatmidohio.org
614-364-7020.*

Opportunities with our ReStores

ReStore Team

Volunteers are needed to assist customers, stock shelves, organize product displays, and unload donations from the vehicles of individual donors and ReStore trucks. Volunteers also assist with the processing of donations and administrative paperwork. Heavy lifting can be involved. Individuals must be 14 years older to volunteer in the ReStore. Youth under the age of 18 must have parent or guardian permission.

Donation Pick Up Helpers

Because we rely on donations, volunteer support is crucial to our donation pick-up program. You can help our driver on pick-up runs from 9:00pm – 2:00pm Monday through Friday. An extra pair of hands can double our efficiency. Heavy lifting is involved. Individuals must be 18 years older to participate.

Deconstruction Projects

We conduct projects to deconstruct existing properties to salvage materials that can be sold at the ReStores. Projects vary in degree of effort and length of time. This activity involves significant physical labor. Volunteers must 16 years or older to participate. Youth under the age of 18 must be accompanied by an adult (21 years or older).

DECONSTRUCTION LEADS ARE ESPECIALLY NEEDED.

TRAINING IS PROVIDED!

Rock the Block Events

Join us as we introduce a Habitat partner family to their new neighborhood and beautify the community. Tasks for this event include light landscaping, exterior painting, and litter cleanup.



ReStore® Hours

OPEN TO THE PUBLIC
Monday through Saturday
9:00am to 6:00pm

ReSTORE EAST
3140 Westerville Rd
Columbus, OH 43224

ReSTORE WEST
240 North Wilson Rd
Columbus, OH 43204

ReStore Team Shifts*:
Monday through Saturday
9:00am to 1:30pm
1:30pm to 6:00pm

Pickup Helper Shifts*:
Report to ReStore East
Monday through Friday
9:00am to 2:00pm
(or later if available)

*** Volunteers are requested to sign-up for the established shifts unless otherwise arranged with ReStore staff.**



Build Louder

Advocacy & Awareness

While many volunteers choose to work directly on home construction projects, there are numerous other ways to provide much needed support to Habitat and those we serve. Consider how you might contribute your special skills in any of the following ways:

Speaker's Bureau

Spread the word about Habitat's mission by making presentations or attending recruitment fairs.

Photography

Photograph significant events for Habitat. Events include progress shots at each build site, wall raisings, house dedications, donor appreciation, etc.

Special Events

Assist with logistics, planning, and coordination.

Homeowner Selection Committee

Oversee homeowner application informational meetings, screen/process homeowner applications, make home visits, and recommend partner families to the Board for approval.

Office Support

Work in Habitat's office to assist with filing, data entry, and special projects. Previous computer experience preferred.

Habitat Young Professionals

Join other service minded young professionals in committing to bring positive change to the community, build connections, & develop leadership skills through service opportunities and events.



General Volunteer Guidelines

Sign In for All Volunteers

All volunteers must sign in and sign out each time they volunteer. Please do so legibly! These records affect important funding opportunities. Volunteer hours worked outside of construction sites, ReStores, or the office, should be kept on a monthly work log sheet and turned in to the volunteer department at the end of each month.

General Conduct

- No drugs, alcohol, firearms, or weapons on the premises.
- No smoking on Habitat sites.
- No spitting, swearing, coarse joking, rude gestures, harassment. See harassment policy posted in the office.
- No clothing with swear words, crude jokes, or crude pictures.
- There should be no inappropriate or disruptive fraternization between volunteers and any staff.
- And no personal correspondence (i.e., phone calls, emails, faxes, etc.) should be conducted at Habitat, except local emergency calls.
- Physical requirements are dependent on the position you are filling. Be sure that you know in advance the requirements for your desired position.

ADDITIONALLY:

- Any complaints need to be taken to your supervisor.
- Any complaints against you will be evaluated by your supervisor.
- Please be on time. Your fellow volunteers and we depend on you.

ReStore Policies

- Sign-in sheets are kept in the Volunteer Center of each ReStore. Please sign in and out accurately and legibly.
- Wear clothes you don't mind getting dirty or possibly damaged.
- Feel free to shop in the store, but not when you are signed-in and volunteering.
- All pricing is determined by Habitat ReStore staff.
- No one is allowed in the store to shop or browse during non-store hours.
- Only staff members are allowed to operate the forklift.
- Again, sturdy shoes are required; puncture resistant, safety-toed shoes or boots are preferred. (no sandals or slip-ons)
- Do not use personal electronic devices (cell phone, music player) on the store floor.

Orientation

Prior to working with Habitat, all individual volunteers are required to read this manual, submit a signed liability waiver, and submit a volunteer profile online or in hard copy.

Volunteers have the opportunity to attend 1 of our biannual orientations for a more interactive introduction to the organization.

Check out our volunteer website for upcoming orientation dates:

[HTTPS://VOLUNTEER.HABITATMIDOHIO.ORG](https://volunteer.habitatmidohio.org)

Each volunteer event begins with a brief orientation.



Also Note:

Volunteers must sign a waiver of liability form, and may also be asked to sign a confidentiality agreement.

Jobsite Safety

Safety Guidelines

Habitat is trained in safety guidelines and follows OSHA health and safety standards for all volunteers working on a construction site.

Habitat provides volunteers with quality work tools and equipment, hard hats, safety goggles, work gloves, and hearing protection.

The Site Leads will ensure that safety equipment is used as required.

- Each work day will start with a safety talk.
- All volunteers must be at least 16 years old and working alongside an adult to be on a construction site.
- Anyone under 18 must have a minor waiver form signed by a parent or legal guardian.
- Everyone must have signed a liability form and waiver form before starting work.
- Sturdy, hard-soled, closed-toe shoes (i.e. work boots or hiking boots preferred), must be worn on all work sites;
NO SANDALS OR SLIP-ON SHOES ALLOWED. Puncture resistant, safety-toed boots are recommended.
- Long pants are recommended (shorts are allowed, if weather permits).
- Avoid loose clothing that might get caught in equipment.
- Long hair should be tied back/put up so it cannot get caught in equipment.
- Hard hats and safety glasses must be worn when on a Habitat build site as directed.
- No one under the age of 18 is allowed to operate power equipment.
- Be sure to drink plenty of water, especially in warm weather.
(Water is provided at all work sites.)



Fundraising & Other Support

As a Habitat volunteer, your time and talent will help families build and buy their own Habitat homes – an experience that fills them with self-worth, hope, and a future of stability. To reach more of the over 20,000 families in central Ohio who are in need of a decent place to live right now, Habitat also partners with donors.

The number of families that we are able to serve is determined by the amount of money we are able to raise. Please consider expanding your partnership with Habitat for Humanity - MidOhio through the following ways:

YOUR GIFT MATTERS. A financial contribution to the mission of Habitat for Humanity - MidOhio will extend our reach to even more families. Regardless of the size of your gift, your support can help change the life of another hard-working, MidOhio family of low-income.

You can donate online at: WWW.HABITATMIDOHIO.ORG
or by mail to: **6665 BUSCH BOULEVARD, COLUMBUS, OHIO 43229**

ENGAGE YOUR EMPLOYER. Many employers will match tax-deductible charitable contributions made by their employees, retirees, and employees' spouses. **Some employers will donate funds based on your volunteer hours.**

Additionally, we have sponsorship opportunities that will raise positive community awareness of your company and engage your co-workers through the team building experience of volunteering on a construction site while helping a hard-working family of low-income.

You can donate to Habitat through workplace giving campaigns.

Ask your employer if you may organize fun, company-wide events to help raise funds and awareness of Habitat, like a “dress down” day – maybe one that even includes hard hats and tool belts!, or a Habitat Lego House Build competition.



ENGAGE YOUR PLACE OF WORSHIP. Adopt-A-House Faith Partnerships are coalitions of churches and other faith groups that provide Habitat house sponsorship in the form of partial funding, volunteer labor, and construction leadership.

DONATE IN HONOR OR MEMORY OF A LOVED ONE. Habitat MidOhio is humbled to accept gifts in honor of a special group or person in your life. Perfect for any occasion—weddings, birthdays, or holidays!

We also accept donations in memory of loved ones. Habitat MidOhio will send an acknowledgment card to the individuals or families letting them know of your generosity for each memorial or honorarium you make.

Donate new or reusable home improvement materials to either one of our ReStores.

ReSTORE WEST

240 N. Wilson Road
Columbus, Ohio 43204

ReSTORE EAST

3140 Westerville Road
Columbus, Ohio 43244

Interested in learning more, or have an idea? Please contact a member of the resource development department:

Jami Keller, Senior Director, Resource Development

JKeller@habitatmidohio.org (614) 484-1868

Bill Corbett, Director, Individual Giving

BCorbett@habitatmidohio.org (614) 634-7024



Habitat's Volunteer Website Instructions

<https://volunteer.habitatmidohio.org>



Create a New User

1. To create a new account, click 'Not Registered Yet, Click Here to Create a Profile'.
2. Fill out all of the fields on the account creation page.
When asked if you're volunteering with one of these groups, please let us know if you are volunteering with a sponsoring organization.
If you are not volunteering with a sponsoring organization, please leave this section blank.
3. Click 'submit'. This will automatically log you into the system.

Register for a Volunteer Opportunity

VIEW CALENDAR If you prefer to view upcoming shifts in a calendar format, this is the page for you.

If you are interested in an opportunity, simply click on that opportunity to view more information, then click 'register as an individual'.

VIEW SHIFTS This page lets you view the same shifts as the calendar, but in a list style.

If you are interested in any of the shifts, simply click view details to see more information about the shift. If you'd like to register for this shift, click 'register as an individual'.

If you are volunteering with a sponsoring organization, go to 'sponsored build shifts' to view upcoming shifts.

***NOTE: You must indicate which sponsor you are volunteering with when creating your profile.**

If you are interested in any of the shifts, simply click view details to see more information about the shift. If you'd like to register for this shift, click 'register as an individual'.

PLEASE MAKE SURE YOU CLICK THE "SUBMIT" BUTTON TO COMPLETE YOUR REGISTRATION. YOU WILL RECEIVE A CONFIRMATION E-MAIL SHORTLY AFTER SUBMITTING.

If at any time you are unable to make an event, please sign in and click on the "Cancel" button to the right of the date, so that others may fill your spot.

If you have any questions or experience any problems using the volunteer website, please contact the Volunteer Department at (614) 364-7030.

If electronic registration is not convenient for you, please see the volunteer profile on the next page.

WHEN SEARCHING AVAILABLE OPPORTUNITIES, WE SUGGEST UTILIZING THE FILTERS AT THE TOP OF THE VOLUNTEER.HABITAT.ORG PAGE. THIS WILL ALLOW YOU TO NARROW DOWN OPPORTUNITIES AS SEEN ON THE CALENDAR.



6665 Busch Blvd, Columbus, OH 43229 Fax: 614-753-4218 Phone: 614-422-4828

Date of orientation ____/____/____

VOLUNTEER PROFILE

(PLEASE PRINT CLEARLY)

(Date)

Name _____
(Last Name) (First Name) (Middle Initial)

Mailing Address _____
(Street Address)

(City) (State) (Zip Code)

*[] Phone/Work _____ [] Phone/Home _____ [] Phone/Mobile _____

*Please indicate which is your preferred contact number.

Email: _____

Would you like to be added to our mailing list? [] Yes [] No

I am: [] 18 or over [] under 18** Date of Birth ____/____/____ (DOB required if under 18)

Employer: _____ School (if applicable): _____

Church: _____ Religious Affiliation _____

Do you have any medical conditions? [] Yes (please list) _____ [] No

Do you require any handicap accommodations in order to volunteer? [] Yes [] No

Emergency contact _____
(Name) (Relationship) (Phone)

My volunteer service is required? [] Yes [] No (i.e. school requirement)

If "Yes," who is requiring you to volunteer? _____. How many volunteer hours? _____

YOU MUST HAVE A SIGNED WAIVER OF LIABILITY TO VOLUNTEER.

****IF UNDER 18, TO VOLUNTEER YOU NEED A MINOR WAIVER SIGNED BY YOUR PARENT OR LEGAL GUARDIAN.**

Volunteer Placement Form

(You will receive emails and updates about the volunteer interests you select below)

VOLUNTEER INTEREST AREAS	PLEASE *STAR OR ✓CHECK AREAS OF INTEREST	EXPERIENCE
<i>* Requires some knowledge in designated area(s)</i>		I = Interested S = Skilled P = Professional
Volunteer Services		
*Speakers Bureau (public speaking, as needed)		
BIA Parade of Homes		
Resource Development		
Photography (as needed)		
Special Events (as needed)		
Habitat Young Professionals (21-40)		
Homeowner Services		
Homeowner Selection Committee (regular commitment)		
Administration		
*Office Support (variety of duties)		
Habitat ReStore <i>High Priority</i>		
Deconstruction (duties & hours vary per project)		
Pick-up Driver Helper		
ReStore--Weekdays		
ReStore--Weekends		
Construction		
Construction (on site)		
Home Repair		
Rock the Block		
Evening Crews		
Construction Support/ Facilities Support		
Women Build		
Winter Warriors (building January -March)		
Safety Committee (regular commitment)		

Skills:

- ☐ Construction
- ☐ Photography
- ☐ Public Speaking

- ☐ Event Planning
- ☐ CPR/First Aid
- ☐ Data Entry

Other experience, skills, or hobbies:



6665 Busch Blvd, Columbus, OH 43229 Fax: 614-753-4218 Phone: 614-422-4828

IMPORTANT: Each volunteer must have a signed "Release and Waiver of Liability" on file before volunteering.

Release and Waiver of Liability

PLEASE READ CAREFULLY! THIS IS A LEGAL DOCUMENT THAT AFFECTS YOUR LEGAL RIGHTS!

This Release and Waiver of Liability (the "Release") is executed on this _____ day of _____, 201____, by _____, (the "Volunteer"), in favor of **Habitat for Humanity – MidOhio**, Habitat for Humanity International, Inc., and any other Habitat for Humanity affiliated organization, and their respective directors, officers, trustees, employees, volunteers and agents (collectively, the "Released Parties").

I, the Volunteer, desire to work as a volunteer for one or more of the Released Parties and engage in the activities related to being a volunteer ("Activities"). I understand that my Activities may include but are not limited to the following: working in Habitat for Humanity offices or Habitat for Humanity ReStore operations; traveling to and from work sites, towns, or cities; consuming food available or provided; constructing and rehabilitating residential buildings; and other construction-related activities.

I, the Volunteer, hereby freely, voluntarily and without duress execute this Release under the following terms:

Release and Waiver. I, the Volunteer, do hereby release and forever discharge and hold harmless the Released Parties and their successors and assigns from any and all liability, claims and demands which I or my heirs, assigns, next of kin or legal representatives may have or which may hereinafter accrue with respect to any bodily injury, personal injury, illness, death or property damage which arise or may hereafter arise from or is in any way related to my Activities with any of the Released Parties, whether caused wholly or in part by the simple negligence, fault or other misconduct, other than intentional or grossly negligent conduct, of any of the Released Parties or of other volunteers.

I understand and acknowledge that by this Release I knowingly assume the risk of injury, harm and loss associated with the Activities. I also understand that the Released Parties do not assume any responsibility for or obligation to provide financial assistance or other assistance, including but not limited to medical, health or disability insurance in the event of injury, illness, death or property damage.

Medical Treatment. I, the Volunteer, do hereby release and forever discharge the Released Parties from any claim or action whatsoever which arises or may hereafter arise on account of any first aid, treatment or service rendered in connection with my Activities with any of the Released Parties.

Assumption of the Risk. I, the Volunteer, understand that my Activities may include work that may be hazardous to me, including, but not limited to, the following: construction; loading and unloading; travel to and from the work sites; and exposure to lead, asbestos, and mold, which may cause or worsen certain illnesses, especially if I do not wear protective equipment, am exposed for extended periods of time, or have a pre-existing immune system deficiency. I further understand I may be traveling to and from locations where there is a risk of criminal activities, inclement weather, or other circumstances that could threaten my health or safety.

I hereby expressly and specifically assume the risk of injury or harm in the Activities and release the Released Parties from all liability for any loss, cost, expense, injury, illness, death or property damage resulting directly or indirectly from the Activities.

Insurance. I, the Volunteer, understand that, except as otherwise agreed to by the Released Parties in writing, the Released Parties are under no obligation to provide, carry or maintain health, medical, travel, disability or other insurance coverage for any Volunteer. Each Volunteer is expected and encouraged to obtain his or her own health, medical, travel, disability or other insurance coverage.

Photographic Release. I, the Volunteer, do hereby grant and convey unto Habitat for Humanity International, Inc., all right, title and interest in any and all photographs and video or audio recordings of or including my image or voice, made by any of the Released Parties during my Activities with the Released Parties, including, but not limited to, the right to use such photographs or recordings for any purpose and to any royalties, proceeds or other benefits derived from them.

Other. I, the Volunteer, expressly agree that this Release is intended to be as broad and inclusive as permitted by the laws of the state where the Activities take place. I further agree that in the event any clause or provision of this Release shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining clauses or provisions of this Release, which shall continue to be enforceable. Further, a waiver of a right under this Release does not prevent the exercise of any other right.

To express my understanding of and agreement with this Release, I sign here with a witness.

Volunteer: Name (please print): _____ Signature: X _____

Address: _____

E-mail: _____ Date of Birth: _____

Phone: (Home) _____ (Cell) _____ (Work) _____

Witness: Name (please print): _____ Signature: _____

PLEASE PRINT CLEARLY



IMPORTANT: Each volunteer must have a signed "Release and Waiver of Liability" on file before volunteering.

MINOR RELEASE AND WAIVER OF LIABILITY

PLEASE READ CAREFULLY! THIS IS A LEGAL DOCUMENT THAT AFFECTS YOUR LEGAL RIGHTS!

This Release and Waiver of Liability (the "Release") is executed on this _____ day of _____, 20____, by _____, (the "Volunteer"), in favor of Habitat for Humanity-MidOhio, Habitat for Humanity International, Inc., and any other Habitat for Humanity affiliated organization, and their respective directors, officers, trustees, employees, volunteers and agents (collectively, the "Released Parties").

I, the Volunteer, desire to work as a volunteer for one or more of the Released Parties and engage in the activities related to being a volunteer ("Activities"). I understand that my Activities may include but are not limited to the following: working in Habitat for Humanity offices or Habitat for Humanity ReStore operations; traveling to and from work sites, towns, cities or countries; consuming food available or provided; living in housing provided for volunteers; constructing and rehabilitating residential buildings; and other construction-related activities.

I, the Volunteer, hereby freely, voluntarily and without duress execute this Release under the following terms:

Release and Waiver. I, the Volunteer, do hereby release and forever discharge and hold harmless the Released Parties and their successors and assigns from any and all liability, claims and demands which I or my heirs, assigns, next of kin or legal representatives may have or which may hereinafter accrue with respect to any bodily injury, personal injury, illness, death or property damage which arise or may hereafter arise from or is in any way related to my Activities with any of the Released Parties, whether caused wholly or in part by the simple negligence, fault or other misconduct, other than intentional or grossly negligent conduct, of any of the Released Parties or of other volunteers.

I understand and acknowledge that by this Release I knowingly assume the risk of injury, harm and loss associated with the Activities. I also understand that the Released Parties do not assume any responsibility for or obligation to provide financial assistance or other assistance, including but not limited to medical, health or disability insurance in the event of injury, illness, death or property damage.

It is the policy of Habitat for Humanity that children under the age of 16 are not allowed on Habitat for Humanity worksites while construction is in progress. It is further the policy of Habitat for Humanity that, while minors between the ages of 16 and 18 may be allowed to participate in construction work, using power tools, excavation, demolition, working on rooftops and similar activities are not permitted for anyone under the age of 18.

Medical Treatment. I, the Volunteer, do hereby release and forever discharge the Released Parties from any claim or action whatsoever which arises or may hereafter arise on account of any first aid, treatment or service rendered in connection with my Activities with any of the Released Parties.

If the Volunteer is less than 18 years of age, the Volunteer and the parents having legal custody and/or the legal guardians of the Volunteer (the "Guardians") also hereby release and forever discharge the Released Parties from any claim whatsoever which arises or may hereafter arise on account of the decision by any representative or agent of the Released Parties to exercise the power to consent to medical or dental treatment as such power may be granted and authorized in a Parental Authorization for Treatment of a Minor Child.

Assumption of the Risk. I, the Volunteer, understand that my Activities may include work that may be hazardous to me, including, but not limited to, the following: construction; loading and unloading; travel to and from the work sites; and exposure to lead, asbestos, and mold, which may cause or worsen certain illnesses, especially if I do not wear protective equipment, am exposed for extended periods of time, or have a pre-existing immune system deficiency.

I also understand there is some inherent risk in consuming local foods and living in local accommodations in the city(ies) or country(ies) visited. I further understand I may be traveling to and from locations where there is a risk of terrorism, war, insurrection, criminal activities, inclement weather or other circumstances that could threaten my health or safety. I also understand that it is the policy of the Released Parties to not pay ransom or make any other payments to secure the release of hostages.

PLEASE TURN PAGE OVER FOR AREA TO SIGN BY PARENT/GUARDIAN

I hereby expressly and specifically assume the risk of injury or harm in the Activities and release the Released Parties from all liability for any loss, cost, expense, injury, illness, death or property damage resulting directly or indirectly from the Activities.

Insurance. I, the Volunteer, understand that, except as otherwise agreed to by the Released Parties in writing, the Released Parties are under no obligation to provide, carry or maintain health, medical, travel, disability or other insurance coverage for any Volunteer. Each Volunteer is expected and encouraged to obtain his or her own health, medical, travel, disability or other insurance coverage.

Photographic Release. I, the Volunteer, do hereby grant and convey unto Habitat for Humanity International, Inc., all right, title and interest in any and all photographs and video or audio recordings of or including my image or voice, made by any of the Released Parties during my Activities with the Released Parties, including, but not limited to, the right to use such photographs or recordings for any purpose and to any royalties, proceeds or other benefits derived from them.

Other. I, the Volunteer, expressly agree that this Release is intended to be as broad and inclusive as permitted by the laws of the state where the Activities take place. I further agree that in the event any clause or provision of this Release shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining clauses or provisions of this Release, which shall continue to be enforceable. Further, a waiver of a right under this Release does not prevent the exercise of any other right.

To express my understanding of and agreement with this Release, I sign here with a witness.

Volunteer: Name (please print): _____ Signature: _____

Address: _____

Phone: (H) _____ (C) _____ E-mail: _____ Date of Birth: _____

Witness: Name (please print): _____ Signature: _____

IMPORTANT: If the Volunteer is less than 18 years of age, all parents or guardians must also sign this Release and Waiver of Liability with a witness. If only one parent or guardian executes this Release on behalf of a Volunteer who is under 18 years of age, then the undersigned parent or guardian of the Volunteer hereby covenants, warrants, represents and agrees that he or she is executing this Release on behalf of, and as an agent for, any other individual who may be a parent or guardian of the Volunteer, and that by executing this Release, the undersigned is binding himself/herself, the Volunteer, and any other parent or guardian of the Volunteer, and all of their heirs, executors, personal representatives, assigns and estates to this Release.

Parent/Guardian: Name (please print): _____ Signature: _____

Address: _____

Witness: Name (please print): _____ Signature: _____



For More Information or Questions

DEB LIGHT, DIRECTOR, VOLUNTEER SERVICES
 (614) 364-7020 / DLight@habitatmidohio.org

RACHEL HARDIN, VOLUNTEER RESOURCE COORDINATOR
 (614) 364-7030 / RHardin@habitatmidohio.org

LEAH BRUDNO, ReStore VOLUNTEER COORDINATOR
 (614) 715-3578 / LBrudno@habitatmidohio.org



ReStore EAST: 3140 Westerville Road, Columbus, Ohio 43224
ReStore WEST: 240 Wilson Road, Columbus, Ohio 43204

