



East Lake Pet Orphanage

10101 East Northwest Highway, Dallas 75238

214-242-3100 / www.elpo.org

VOLUNTEER APPLICATION

Name _____ Date _____

Home Phone _____ Work Phone _____ Cell Phone _____

Mailing Address _____

Email _____ T- shirt size: S M L XL XXL Other _____

How did you hear about us? _____

Age Group

- over 18
- 16 to 17
- 14 to 16
- 13 to 15
- 12 to 10
- under 10

Are you seeking credit for school-mandated community service? Yes No

If yes, please indicate your school and number of required hours, and provide the contact name and number of your school's Community Service Coordinator: _____

Are you seeking to fulfill court-ordered community service? Yes No

Please be aware there may be restrictions on the types of activities approved for court-ordered volunteers.

Areas of Interest (check all that apply)

- Walking dogs, playing and socializing
- Caring of cats, playing and socializing
- Fostering pets in my home
- Offsite adoption events, introducing orphans to interested individuals
- Second Chance Treasures: The resale shop benefiting the homeless animals of ELPO (organize displays, help move furniture, rearrange décor, water plants, cleaning, care for pets onsite for adoption)
- Second Chance Treasures warehouse (sort donations, help move furniture, arrange items for display)
- Fundraising events (coordinate or assist with soliciting sponsors, organizing activities, distribute flyers, etc.)
- Social Media (help with our Facebook, YouTube, Twitter, etc.)
- Volunteer coordination, training, record keeping
- Other areas of interest: _____

Have you ever been charged with ANY criminal offense? Yes No If so, please explain: _____

Describe prior experience working with animals include any pets you have, species, and nature of experience: _____

All pets in my household are spayed/neutered and current on vaccinations and heartworm preventative:

- Yes No

What professional/personal resources and skills do you wish to share with East Lake Pet Orphanage? _____



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Volunteer Emergency Medical Information

In the event of an emergency, please provide the following information so we may address your needs should you become unable to act or speak for yourself. Providing this information is voluntary and will only be accessed in the event of an emergency.

Emergency Contact Name (s): _____

Emergency Contact Phone Number(s): _____

Relationship to you: _____

Does this person have the legal right to represent your interests? Yes No

Please describe any medical conditions or medications we need to be aware of in the event of an emergency (please include any known allergies):

Please list/describe any additional information that would be relevant to your well-being in the event of an emergency:



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VOLUNTEER STANDARDS

The East Lake Pet Orphanage team of volunteers helps to make a world of difference in the lives of the many animals and people we serve. The following volunteer standards will insure your donation of time and compassion will be effective and rewarding:

- ◆ Volunteers must attend a volunteer orientation meeting or meet personally with the volunteer coordinator before beginning volunteer duties with ELPO.
- ◆ Volunteers must be able to work unsupervised or provide their own supervision if required.
- ◆ Please sign in and out using the book at the front desk and wear name tag identification. Whenever possible it is preferred that you wear an ELPO t-shirt so that you can be easily identified as an authorized volunteer.
- ◆ For your safety and the safety and well being of the animals, please abide by the instructions given you by East Lake team members and senior volunteers as well as instructions posted on the cage or run of any orphan pet.
- ◆ If you are injured in any way while volunteering at ELPO, notify an ELPO team member and get appropriate first aid treatment. In the event of a major injury or emergency, dial 911.
- ◆ Please do not take on any other tasks than those assigned to you. If you should notice any problems, or see an animal in distress, tell an ELPO team member immediately. Do not attempt to correct the problem yourself.
- ◆ Please wash your hands between each pet you handle.
- ◆ Wear close toed shoes
- ◆ Report any pet behavioral issues to ELPO team members. Do not hesitate to report a behavioral issue out of concern for the pet's euthanasia. When reported, we are able to address behavioral issues and correct them before they become a major concern. Failing to report behavioral issues is detrimental to the pet and to the safety of others.



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VOLUNTEER AGREEMENT

1. I hereby agree to accept a position in a voluntary capacity with East Lake Pet Orphanage (ELPO). I understand that the term “voluntary” means the way in which actions or services are rendered to ELPO. Such actions or services are rendered to ELPO with generous and charitable motives. No liability whatsoever will be incurred by ELPO or its employees, other volunteers, or affiliated organizations to anyone who performs voluntary actions or services. I understand that the term “volunteer” means a person who freely chooses and renders services to ELPO in a voluntary capacity. I understand that as a volunteer I am not employed by ELPO and not eligible for any employment-type benefits, including but not limited to paid compensation, insurance programs, or workers compensation benefits.
2. I authorize ELPO to seek emergency medical treatment at my expense in case of accident, injury or illness.
3. I fully understand that ELPO handles animals of unknown temperament on a daily basis. I agree to release, discharge, indemnify and hold ELPO harmless for any injury or illness which I might sustain during the course of my volunteer duties and for any and all damage to my personal property during the course of my volunteer duties.
4. I fully understand and agree to assume all risks involved in any and all duties that I perform for ELPO.
5. I agree to familiarize myself with and fully comply with all ELPO standards policies and procedures.
6. I fully understand that ELPO expects high standards of moral and ethical treatment of animals under its care, fellow volunteers, employees, and members of the public. I agree to strictly adhere to these standards in my voluntary capacity at ELPO.
7. I fully understand and agree that ELPO, at its sole discretion, may immediately terminate my volunteer service and revoke all access and privileges either for failure to comply with any and all of the obligations outlined in this Volunteer Agreement, or for any reason whatsoever, while performing my voluntary services for ELPO in a voluntary capacity.
8. I understand public relations are an important part of volunteering at ELPO. I agree to allow ELPO or its affiliated organizations to use any photograph or video recording taken of me. Any photographic or video images, writings or other works which I produce related to ELPO in a voluntary capacity may be used by ELPO in any ways they see fit.
9. I understand that background inquiries may be made and should investigation at any time disclose any misrepresentation or falsification, my application may be rejected, or I may be dismissed from service with ELPO.

I acknowledge that I have read and understand the terms and conditions of the foregoing volunteer agreement and release and will comply with the conditions of the same.

Print Name

Signature (+Parent or Guardian signature if under 18)

Date