

## **ORGANIZATIONAL VOLUNTEER SERVICE AGREEMENT**

Our organization, the \_\_\_\_\_, will provide volunteers to perform only the services as outlined in the attached scope of volunteer work for the City of Newcastle. We understand that we will not be compensated for our work but we will complete our organization volunteer duties in a responsible manner. If we decide to discontinue our organization volunteer services, our contact person (designated below) will notify the the City designee.

We understand and agree that:

- No one in the group is to appear for volunteer service under the influence of any drugs or alcohol.
- The City of Newcastle has included our hours of volunteer service in the Washington State Department of Labor and Industries coverage for volunteer workers.
- Our organization will provide the City of Newcastle with a roster of individual participants including the names, ages and hours worked.
- Our organization will report any injuries sustained by participants during their volunteer activities to the City of Newcastle designee immediately upon occurrence.
  
- Our organization is responsible for directly supervising the activities of all the individuals in our group who will be doing volunteer work, and therefore, in consideration of our organization and members being permitted to perform services on City of Newcastle property, our organization agrees to defend, indemnify and hold harmless the City of Newcastle and its officials, employees and agents from any damage claim or lawsuit for injury, illness, damage or other loss of any kind to anyone including members of our organization that might arise out of our activities or the actions of any individuals of our group, except for injuries or damages caused by the sole negligence of the City of Newcastle.
- Our organization has commercial general liability insurance of at least one million dollars to cover our activities. A copy of the certificate of insurance and the additional insured endorsement, naming the City of Newcastle as an “additional insured,” is attached or will be submitted to the City prior to the start of any activity.
  
- The City of Newcastle may terminate this agreement at any time without cause, and we agree that we are volunteering our services at will and may be asked to discontinue such without prior notice or reason.

This agreement will be in effect for the duration of our volunteer services or one year, whichever is less, beginning on this date.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Member

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Authorized Signature on behalf of Organization

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Email Address