

CITY OF DENTON  
RELEASE AND INDEMNIFICATION  
VOLUNTEER COMMUNITY SERVICE AGREEMENT

THE STATE OF TEXAS            §  
  §        KNOW ALL MEN BY THESE PRESENTS:  
COUNTY OF DENTON           §

I \_\_\_\_\_ am over the age of 18 years of age and, have upon my own free will, requested to voluntarily provide community service to the City of Denton. I fully understand and assume all risks by me entering into this release and indemnification and by participating as a volunteer.

I, \_\_\_\_\_, in consideration of being allowed to volunteer, voluntarily and knowingly execute this release and indemnification with the express intention of effecting the extinguishment of any and all claims against the City of Denton, Texas, its departments, officers, employees, agents, successors, assigns, sponsors and volunteers assisting in City activities, which may result from the agreement as herein designated above.

I, with the intention of binding myself, my heirs, executors, administrators, and assigns, do hereby expressly release and discharge, all claims, demands, actions, judgments, and executions which I ever had, or now have or may have, or which my heirs, executors, administrators, or assigns may have, or claim to have, against the City of Denton, and/or its departments, its agents, officers, servants, successors, assigns, sponsors, volunteers, or employees, created by, or arising out of personal injuries, known or unknown, and injuries to property, real or personal, caused by or arising out of, that sequence of events which occur from the agreement as herein designated above, or which may arise directly or indirectly from the performance of or created by or arising out of my participation as a volunteer during times of this indemnity agreement and, I shall fully defend, protect, indemnify, and hold harmless the City of Denton, Texas, and/or its departments, agents, officers, servants, employees, successors, assigns, sponsors, or volunteers from and against each and every claim, demand, or cause of action and any and all liability, damages, obligations, judgments, losses, fines, penalties, costs, fees, and expenses incurred in defense of the City of Denton, Texas, and/or its departments, agents, officers, servants, or employees, including, without limitation, personal injuries and death in connection therewith which may be made or asserted by myself, my agents, my successors, my assigns, or any third parties on account of, arising out of, or in any way incidental to or in connection with the performance of this agreement and from my participation as a volunteer and, I agree to indemnify and hold harmless the City of Denton, Texas, and/or its departments, and/or its officers, agents, servants, employees, successors, assigns, sponsors, or volunteers from any liabilities or damages I may suffer as a result of claims, demands, costs, or judgments against the City and/or, its departments, its officers, agents, servants, or employees, created by, or arising out of the agreement herein designated above and from my participation as a volunteer INCLUDING, BUT NOT LIMITED TO, CLAIMS AND DAMAGES ARISING IN WHOLE OR IN PART FROM THE NEGLIGENCE OF THE CITY OF DENTON AND/OR THE PARTIES TO THIS AGREEMENT. IT IS UNDERSTOOD AND AGREED THAT THE INDEMNITY PROVIDED FOR IN THIS SECTION IS AN INDEMNITY EXTENDED BY THE VOLUNTEER TO INDEMNIFY AND PROTECT THE CITY OF DENTON, TEXAS AND/OR ITS DEPARTMENTS, AGENTS, OFFICERS, SERVANTS, OR EMPLOYEES FROM THE CONSEQUENCES OF THE NEGLIGENCE OF THE CITY OF DENTON, TEXAS AND/OR ITS DEPARTMENTS, AGENTS, OFFICERS, SERVANTS, OR EMPLOYEES, WHETHER THAT NEGLIGENCE IS THE SOLE OR CONTRIBUTING CAUSE OF THE RESULTANT INJURY, DEATH, AND/OR DAMAGE.

I further authorize the City's employee or agent supervising this activity to secure medical care for me in the event of injury. I promise to assume liability for payment, and hold harmless the City, its officers, employees, sponsors, volunteers, or agents, of medical expenses arising from said medical care for said injury and, I further authorize the City to perform criminal history background checks, driving record checks, and/or drug screens when applicable to the duties, programs, or activities that I am a volunteer.

I hereby give the City the right to photograph, televise, film, and sound record my acts, appearances, and utterances of me and to use any descriptive words or names, including my name in conjunction therewith and without limit as to the time, to produce and reproduce the same or any part thereof by any method, and to use for any purpose which the City deems proper. All such photographs, teletapes, films, and sound recordings shall be the exclusive property of the City, and I hereby relinquish all rights, title, and interest therein.

I, the undersigned, have read this release and indemnification and understand all its terms. I execute it voluntarily and with full knowledge of its significance.

SIGNED THIS THE \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature: \_\_\_\_\_

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

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

In choosing North Recreation Center as my agency for community service, I agree to the following rules and conditions:

1. I will show up for my scheduled work hours on time. I will call as soon as possible if I am unable to make my scheduled time.
2. If I am late 15 minutes or more and I have not called, I may not be able to stay to perform my community service.
3. If I do not show up for work three times, without calling, my paperwork will be sent back. I will no longer be able to work at North Lakes Recreation Center.
4. *If I do not sign up to work at least once during a eight week period*, I to need get it approved by Community Service Supervisor, if not approved paperwork will be sent back, I will no longer be able to work at North Lakes Recreation Center.
5. I will sign up for no more than a four hour period. I will not sign up for the same time slot as someone else.
6. I will dress appropriately (casual clothing, comfortable for work and cleaning, no alcohol or cigarette ad t-shirts, no sagging, short shorts or midriffs).
7. I will not use the cash register or safe.
8. I will not bring friends or family members with me to work.
9. I will not use the center phone unless calling for a ride.
10. I will refrain from using alcohol, tobacco, and obscene language while performing community service.
11. I will need to start my community service within a week of filling out my paperwork, unless there is a conflict in scheduling.
12. I will refrain from using my cell phone unless I am on break.
13. I understand I am not entitled to a break unless I work four hours or more.
14. I understand that the staff on-duty has the right to ask me to leave if I violate any of the rules, 5- 13.

Print Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

# Community Service Sign-up Procedures

## First questions to ask:

- Are you 18 years or older? (If NO, we cannot accept them)
- Was your charge related to assault/domestic violence, theft, or any crime against a minor child? (If YES, we cannot accept them.)
- Explain the kind of work they will be doing (cleaning, bending, stooping, lifting, reaching overhead, etc.) They must be able to perform these tasks or we cannot accept them.

## Next steps:

- Let them know there are two forms for them to fill out here (timesheet and policy agreement. These forms can be filled out if they come in person to sign-up or they can be completed the day they start their hours)
- Record their first name and last name initial (ex. Bob B.) for day and time they want to come in.
- Let them know to bring their Driver's License or State issued photo ID, their record of charges for verification and court issued timesheet.

## Once they arrive:

- Verify the charges listed on their court order do not exclude them from participating and have them fill out the two forms.
- Go over the policies with them (no phone out while working, breaks need to be approved with staff, no more than 4 hours a day, sign-up with a staff member only, call to let us know if you will not be here or you will get a NCNS.)
- Go over where everything is (Start with the towels at the front desk and then go with them into the laundry to show them where the cleaning supplies are.)
- Make sure they are actually cleaning and doing things that need to be done.

## After that:

- Make sure when they come in, to check them off in the binder, fill out their time sheet and fill out our time sheet.
- Staff should be the only people signing community service members up.
- Make sure to mark in the binder when they NCNS or if they call to let us know they won't be here.

## Other side notes:

- If we run out of the time sheet or the policy agreement, it is in the department drive. Follow these steps to get there: Computer/ Department Drive/ Parks and Rec/ parks/ global/ North Lakes Recreational Center/ North Lakes masters/ Community service forms.
- If someone requests to sign-up for the next week, the sign-up week is in a little black folder in the cabinet to the left of the cabinet where the radio is. (We only have the current week in the main binder because community service would sign themselves up and overlap)
- Let the community service coordinator know when a community service member has finished their hours

