

# Frances Willis SPCA

136 Four Paws Lane Summerville, SC (843) 871 3820

[www.summervillespca.org](http://www.summervillespca.org)

## Volunteer Agreement

Dear New Shelter Volunteer,

Thank you for giving your time to our shelter. Following the guidelines below will help keep everyone safe and will ensure that you and the animals have a positive experience.

- Please remember to always sign in and out. A sign in sheet is available at the front desk.
- All minors must stay with a supervising adult. This is for the safety of the children as well as for the animals. Our liability insurance will not allow minors (under 18 years of age) to handle the animals alone. You must be at least 18 years of age to walk through the shelter on your own.
- Volunteers are not allowed bring medications for the animals or assist with medications unless expressly asked to do so by a staff member.
- Please ASK staff member before you:

Bathe or Groom

Clip or Trim

Feed (this includes treats)

- While assisting customers, always be courteous and friendly. If a customer asks for assistance, you can supply general information, but please let them know that you are a volunteer and REFER THEM TO A STAFF MEMBER for questions you can not answer.
- When taking an animal out of a cage or run, please note where they came from. Animals MUST be returned to the same cage or run; this prevents confusion and the spread of disease.
- If you think an animal may be sick, please don't exercise them. Immediately inform a member of the shelter staff.
- Pay attention to, and obey, all signs and warnings
- Volunteers may not be in the Intake Department area without express permission of Shelter Management.
- Volunteers are not allowed behind the office counter without the permission of Shelter Management

- NEW VOLUNTEERS MUST ATTEND ORIENTATION BEFORE VOLUNTEERING (Refer to the website for orientation opportunities)

## Release from Liability/Hold Harmless Agreement

(Print) I, \_\_\_\_\_, the undersigned, do hereby acknowledge and agree to hold harmless the Frances R. Willis Society for the Prevention of Cruelty to Animals from any and all liability for any loss, damage, injury or death to me, my minor child (children) or to any personal property of mine or my minor child (children) that may occur as a result of my child (children) and/or me donating services to the Frances R. Willis Society for the Prevention of Cruelty of Animals. I acknowledge that this release from liability/hold harmless agreement is a binding agreement that I freely and voluntarily enter into with the full understanding that I waive all rights to make a claim, demand, cause of action, or suit at law or in equity at any time on account of injury, damage or loss that occurs to me or my child (children) at the Frances R. Willis Society for the Prevention of Cruelty to Animals.

I have read the above Release from Liability/Hold harmless Agreement before signing below.

Print name: \_\_\_\_\_

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

City/State/Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Names and ages of minor children:

Sign here: \_\_\_\_\_ Date: \_\_\_\_\_

I agree that the FRWSPCA can release my information to their Volunteer Coordinator. \_\_\_\_\_

What type of volunteer opportunities are you interested in?

Shelter

Events

Fundraising

Other \_\_\_\_\_