



# Palos Verdes Peninsula Village

• Stay Settled • Stay Connected • Stay Engaged

## Volunteer Application Form

DATE: \_\_\_\_\_ BIRTHDATE: \_\_\_\_\_

NAME: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE: Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

**Emergency contact:** Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

### **Please List Two References (non-family members)**

1. Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

2. Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

### **Please tell us what you would like to do in your volunteer capacity. Check all that apply.**

#### **Transportation**

To medical appointments or a pharmacy  
Local shopping, library, post office

#### **Village Office Support**

Data input, spreadsheets  
Make phone calls  
Help with mailings, copying, etc.

#### **Help at Home/ Minor Handyman Help**

Minor household repairs such as  
Changing light bulbs, alarm batteries, etc.

#### **Special Events Planning**

Help plan member and volunteers events  
Like luncheons, small gatherings, dinner groups,  
parties, etc.

#### **Technology Trouble Shooting**

Help with computers and printers, cell phones,  
social media access, etc.

#### **Other**

#### **Communications**

Writing and editing newsletter articles  
Photography

\_\_\_\_\_

Advertising and public relations support

\_\_\_\_\_

#### **Village Connections**

Friendly weekly visits  
Phone call check ins  
Going for walks together  
Running errands (pick up groceries, etc.)

\_\_\_\_\_

**Go to reverse side**

**VOLUNTEER SCREENING**

As with other Villages the Palos Verdes Peninsula Village has an obligation to protect our members so that they enjoy safe, positive experiences with the volunteers who assist them.

The Palos Verdes Peninsula Village requires that all volunteers, including members and staff be screened. The Palos Verdes Peninsula Village has contracted with Background Info USA, a national consumer credit reporting agency, to conduct a background check of all volunteer applicants. The screen process consists of a search of public records for criminal information using the volunteer’s personal information, including date of birth and social security number. Policies and procedures at Background Info USA and the Palos Verdes Peninsula Village ensure that your privacy and sensitive data are maintained.

I AGREE TO THE FOLLOWING: The completion of this application does not mean that I will automatically become a volunteer. If accepted as a volunteer for the Palos Verdes Peninsula Village, I understand that, while I am not an employee of the Village, I am an important ambassador within the community. As a Palos Verdes Peninsula Village volunteer, I hereby release and discharge Palos Verdes Peninsula Village from all responsibility or liability for services rendered by any third party, and I agree to hold the Palos Verdes Peninsula Village harmless from and against any cost, expenses, damages (including without limitation, reasonable attorney’s fees) arising in connection with any and all claims brought by or through me, including but not limited to claims brought by my insurance carrier.

Volunteer, Print Name: \_\_\_\_\_

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

**WE WILL GO OVER AREA BELOW AT OUR TRAINING SESSION. MAILING ADDRESS IS: 916 SILVER SPUR, #302, ROLLING HILLS ESTATES CA 90274**

Please call our office if you have any questions: (310) 991-3324 or email: [peninsulavillagepvp@gmail.com](mailto:peninsulavillagepvp@gmail.com)

Confidentiality \_\_\_\_\_ Date \_\_\_\_\_

Privacy Policy \_\_\_\_\_ Date \_\_\_\_\_

Training Class \_\_\_\_\_ Date \_\_\_\_\_

Receipt of Volunteer Manual \_\_\_\_\_ Date \_\_\_\_\_

Office Use Only:

\_\_\_\_ Verified Volunteer Check

For drivers: \_\_\_\_\_ Copy of Driver’s license

\_\_\_\_ References Checked

\_\_\_\_ Copy of Auto Insurance

\_\_\_\_ Renewal Month/Year