



NEW MEXICO'S HOTTEST
2011 Volunteer Contract

Last Name				First		M.I.	Date
Street Address						Apartment/Unit #	
City			State			ZIP	
Home Phone			Cell Phone				
Age		Height			Shirt Size		
E-Mail Address							
Are you a citizen of the United States?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever been convicted of a felony?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain			

Please list three professional references.

Full Name		Relationship	
Company		Phone ()	
Address			
Full Name		Relationship	
Company		Phone ()	
Address			
Full Name		Relationship	
Company		Phone ()	
Address			

FOR OFFICE USE ONLY

Volunteer Position: _____ Location: _____

Volunteer Supervisor: _____

WELCOME

As a volunteer, you are an important member of our staff and act as a representative of our organization to the community at large. For a better understanding of what you can expect as a volunteer and what is expected of you by our organization, we ask you to read and **sign** the following Volunteer Contract.

The organization will provide for you:

- Beneficial and life-enriching experiences.
- Comprehensive orientation and general training sessions plus any specialized training for specific jobs.
- Opportunities for professional development and social interaction with other volunteers.
- To provide a specific job description detailing duties and responsibilities.
- Company E-Mail address for state wide communication with other volunteers and staff.

As a New Mexico's Hottest Volunteer I agree to:

- Arrive on-time to my work place.
- Be courteous to staff, members of the public, and other volunteers.
- Choose an assignment within your abilities, interests, and time.
- Notify the organization beforehand if you will be absent or if you have arranged a substitute.
- Agree to follow the company's Volunteer Policy and the Workplace Policy.
- Sign in on the log sheet each day and give to your Supervisor:
- Have fun and agree to ask questions if needed. Remember we are here for you!
- Notify my supervisor and the Volunteer Office when I can no longer volunteer.

All applicants must be at least 18 years of age to participate.

New Mexico's Hottest Volunteer Contract and Release from Liability

In signing this form, I understand and agree to the following:

Orientation: I acknowledge that I will attend orientation, fully understand New Mexico's Hottest rules and guidelines, and I further agree to follow the policies and procedures presented.

Confidentiality: I agree to keep New Mexico's Hottest records regarding previous and existing clients confidential.

Liability: I understand that New Mexico's Hottest's money goes toward direct operations and donations, and therefore, if I am injured while acting as an unpaid member of the staff, I must depend on my own health insurance to provide for my care. I acknowledge that I am not an employee of New Mexico's Hottest with respect to the matters covered by this document and, accordingly, I am not covered by New Mexico State Worker's Compensation Law.

TRAINING: I acknowledge that the duties of a New Mexico's Hottest volunteer will be explained to me at the volunteer orientation. I am aware that my duties as a New Mexico's Hottest volunteer may include, but are not limited to, interaction with the Firefighters and the public, travel, disbursement of advertisements, managing, and cleaning up and other duties as assigned.

NMHFC DUTIES AND HAZARDS: I am aware that volunteering for New Mexico's Hottest to work can be a potentially hazardous activity. Those hazards include, but are not limited to, injuries from slips and falls; back injuries from lifting and standing; paper cuts and cuts. I am voluntarily participating in these activities with the knowledge of the danger involved and therefore agree to personally accept, and be responsible for, all risks of injury or death and confirm this statement by placing my initials here: _____.

VOLUNTEER DRIVING DUTIES

LICENSE: I AM IN POSSESSION OF A VALID New Mexico Driver's License

License #: _____, Class: _____ Expiration date: _____ State _____.

I agree to inform New Mexico's Hottest promptly if my license expires, is suspended, or is revoked, and further agree to refrain from driving on behalf of New Mexico's Hottest while my license is expired, suspended, or revoked. New Mexico's Hottest agrees that it will treat this information with due regard for confidentiality, but, will disclose such information if required by law or a valid court order.

INSURANCE: I agree to obtain and maintain car insurance required by the State of New Mexico. If my insurance expires or is canceled, I will promptly notify New Mexico's Hottest.

My insurance carrier is _____, Expiration Date: _____

New Mexico's Hottest agrees that it will treat this information with due regard for confidentiality but will disclose such information if required by law or a valid court order. I acknowledge that New Mexico's Hottest will not be responsible for any of the costs incurred in operating any personal vehicle utilized by me, including, without limitation, cost of any maintenance and gasoline.

ORIENTATION: I acknowledge that the duties of a volunteer driver have been provided for review. I am aware that my duties as a volunteer driver may include, but are not limited to, travel in my own car, or transporting Firefighters in the car of another volunteer, or company vehicle of New Mexico's Hottest or it's rentals.

CONFIDENTIALITY: It is understood and agreed to that the below identified discloser of confidential information may provide certain information that is and must be kept confidential. To ensure the protection of such information, and to preserve any confidentiality necessary under patent and/or trade secret laws, it is agreed that:

1. The Confidential Information to be disclosed can be described as and includes:
Invention description(s), technical and business information relating to proprietary ideas and inventions, ideas, patentable ideas, trade secrets, drawings and/or illustrations, patent searches, existing and/or contemplated products and services, research and development, production, costs, profit and margin information, finances and financial projections, customers, clients, marketing, and current or future business plans and models, regardless of whether such information is designated as "Confidential Information" at the time of its disclosure.
2. The Recipient shall limit disclosure of Confidential Information within its own organization to its directors, officers, partners, members, employees and/or independent contractors (collectively referred to as "affiliates") having a need to know. The Recipient and affiliates will not disclose the confidential information obtained from the discloser unless required to do so by law.
3. This Agreement imposes no obligation upon Recipient with respect to any Confidential Information (a) that was in Recipient's possession before receipt from Discloser; (b) is or becomes a matter of public knowledge through no fault of Recipient; (c) is rightfully received by Recipient from a third party not owing a duty of confidentiality to the Discloser; (d) is disclosed without a duty of confidentiality to a third party by, or with the authorization of, Discloser; or (e) is independently derived by Recipient.
4. This Agreement states the entire agreement between the parties concerning the disclosure of Confidential Information. Any addition or modification to this Agreement must be made in writing and signed by the parties.
5. If any of the provisions of this Agreement are found to be unenforceable, the remainder shall be enforced as fully as possible and the unenforceable provision(s) shall be deemed modified to the limited extent required to permit enforcement of the Agreement as a whole.

DELIVERY DUTIES AND HAZARDS: I am aware that driving or transporting for New Mexico's Hottest's is a potentially hazardous activity. I acknowledge that the potential hazards include, but are not limited to back injury due to lifting, personal injury from car accidents, property damage or injury to others in an accident, falls and mugging. I am voluntarily participating in these activities with the knowledge of the danger involved, and therefore agree to accept any and all risks of injury, death, and confirm this statement by placing my initials here:_____.

CITATIONS: I agree that if, while delivering meals for New Mexico's Hottest, I am cited for traffic or parking violations that I will be responsible for any fines received and any related costs and fees.

HOLD HARMLESS: In consideration for being granted permission to work as a volunteer, I, the undersigned, shall protect, hold free and harmless, defend and indemnify New Mexico's Hottest including its agents from any and all claims of any kind and from all liability, penalties, costs, losses, damages, expenses, claims, or judgments (including attorney's fees) resulting from injury, death, or damage to visitor, third parties, myself or other volunteers, or property of any kind, which injury, death or damage arises out of or is in any way connected to the volunteer work assignment

RELEASE: As consideration for being permitted by New Mexico's Hottest to participate in these activities and the use of their facilities, I hereby agree that I, my assignees, heirs, spouses, guardians, and legal representatives will not make a claim against, sue, or attach the property of New Mexico's Hottest or any of its agents, directors, employees, representatives, contractors, or volunteers from injury or damage resulting from the negligence or other acts, however caused, by any agent, director, employee, representative, contractor or volunteer of New Mexico's Hottest as a result of my participation as a volunteer. I hereby furthermore release New Mexico's Hottest and its agents, directors, employees, representatives, contractors, and volunteers from all actions, claims, or demands that I, my assignees, heirs, spouses, guardians, and legal representatives now have or may hereafter have from injury of damage, whether currently known or unknown, resulting from my participation as a volunteer. This release of liability and assumption of risk, in addition to covering any past occurrences, is intended to discharge in advance their respective successors and assigns from and against any and all liability arising out of or connected in any way with my participation as a volunteer of New Mexico's Hottest, even though

that liability may arise out of negligence or carelessness on the part of the persons or entities above mentioned, or any other cause.

By my signature I declare that I have read, understand, and agree with all parts of the Volunteer Contract and will strive to fulfill all parts therein.

I HAVE CAREFULLY READ THIS CONTRACT AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE FROM LIABILITY AND A CONTRACT BETWEEN MYSELF AND NEW MEXICO'S HOTTEST, AND I SIGN IT OF MY OWN FREE WILL.

Volunteer Name (please print) _____

Volunteer Signature: _____ Date: _____

Address: _____ City _____ Zip _____

Phone () _____ E-mail _____

Emergency Contact _____ Emergency Phone Number () _____

RETURN THIS CONTRACT:

Fax: 1.866.442.5283

Email: michael@newmexicoshottest.com

Mail: New Mexico's Hottest: Volunteer Program

P.O. Box 66971

Albuquerque, NM 87193