



For WVC Office Use: 1-800volunteer.org _____ Hot Sheet _____
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Whatcom Volunteer Center

725 N. State St, Bellingham, WA 98225 • (360) 734-3055 • FAX (360) 734-3215
 info@whatcomvolunteer.org • www.whatcomvolunteer.org • 1-800-VOLUNTEER.org

VOLUNTEER REQUEST FORM

**Please help us keep our database up to date. Let us know immediately when you fill this position.*

Partner Agency	Submitted:		
Address where service will be performed	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center; padding: 5px;">Phone</td> <td style="width: 50%; text-align: center; padding: 5px;">Today's Date</td> </tr> </table>	Phone	Today's Date
Phone	Today's Date		
Volunteer Job Title	Supervisor of Volunteers/Contact Person		
Specific Hours/Days	Email Address		
Length of Shifts	Number of Volunteers Needed		
Name of Event (if applicable)	Length of Commitment: e.g. date(s) or time span <i>All ongoing opportunities will expire after 6 months, at which point it can be renewed.</i>		

Volunteer Responsibilities: _____

Special Requirements: _____

Type of training & supervision provided: _____

Benefits & volunteer recognition provided by your agency: _____

Please check all that apply:

<input type="checkbox"/> We will accept minors (age 17 or younger) for this position.	What is the minimum age?
<input type="checkbox"/> This volunteer activity is suitable for a group.	How many people?
<input type="checkbox"/> We offer mileage reimbursement.	What is the rate?
<input type="checkbox"/> The worksite is near a bus line.	Which route(s)?
<input type="checkbox"/> We will accept court-ordered community service for this position.	
<input type="checkbox"/> We require a background check for this position.	
<input type="checkbox"/> This volunteer activity is handicap accessible.	
<input type="checkbox"/> This volunteer activity is appropriate for a family.	
<input type="checkbox"/> This volunteer activity may be done away from the above address.	

Thank you for taking the time to update us with all of your information. Don't forget to report your volunteer hours to us, and please make sure your volunteers are enrolled so they can take advantage of WVC's secondary volunteer insurance.