



## TERMS AND CONDITIONS OF VOLUNTEER AGREEMENT

This volunteer agreement has been prepared to clarify the reasonable expectations of both the volunteer and 501c3 NTL Nonprofit. We aim to be flexible, so please let us know if you would like to make any changes and we will do our best.

You have read and agreed to participate in one of the many volunteer openings described in the Volunteer Information Packet. You will receive a separate package regarding the suggested duties of your choice, including scheduled trainings, dress codes, and time factors.

You will have an assigned a Supervisor who shall meet with you and go over the mission/job and provide you with all the required information necessary for it. He/She shall answer any questions and provide you their contact information. Remember if unsure – ASK.

All volunteers and staff are PROHIBITED bringing or consuming alcoholic beverages alcohol, illicit drugs, or participating in illegal conduct at any time.

Remember you are not an employee of the NTL and the NTL does not pay your travel and/or room, meals, clothing, or other personal expenses incurred as a result of your volunteer duties and any other expenses incurred in connection with your volunteer duties. Further 501c3 NTL Nonprofit cannot be responsible for lost or stolen belongings.

Volunteer acknowledges that he/she may come in possession of exclusive property of 501c3 NTL Nonprofit or its agents, collaborators, or employees. This exclusive property may include: reports, histories, studies, tests, manuals, instructions, photographs, negatives, blue prints, plans, maps, data, system designs, computer code, legal copyrights or any other documents, drawings, videos, recordings, prepared or in the course of preparation by volunteer while engaged in the performance of those volunteer services set forth in this agreement. Volunteer agrees that all such exclusive property materials shall be returned to 501c3 NTL Nonprofit upon completion, termination, or cancellation of volunteer services.

Volunteer's breach of 501c3 NTL Nonprofit' legal rights is not a covered liability under the volunteer insurance coverage, thus volunteer will become personally and legally liable for any criminal actions relating to violations of copyright laws and Intellectual Property regulations.

Volunteer further understands that if volunteer is responsible for injuries to third parties or damages to their property while acting outside the scope of the assigned volunteer

duties that said volunteer may be held personally liable for any monetary damages a court may award to the injured party.

Volunteer agrees to be photographed or videotaped during any tasks performed for 501c3 NTL Nonprofit (either before, during, or after events), and grants a release for use of such photos or tapes for promotional purposes.

Volunteer agrees to have read, understood, and agree to the Health and Safety Policy, the Child Protection Procedures, and confidentiality requirements.

This agreement may be cancelled at any time at the discretion of either party, for any reason, with or without cause, and upon immediate notice, oral or written, to the other party.