

# Volunteer Organization Agreement

## Springboro Community Service Board

GIVING BACK TO THE COMMUNITY  
BY BUILDING COMMUNITY THROUGH VOLUNTEERISM

**Please return this form to:**

City of Springboro  
Community Services Board  
320 W. Central Avenue  
Springboro, OH 45066

Telephone 937-748- 4343  
Fax: 937-748- 0815  
Email: ServicesBoard@cityofspringboro.com

The City has established a volunteer recruitment and referral program for residents as provided herein and the organization below wishes to participate. As consideration for this Agreement, the organization agrees as follows:

1. The city anticipates receiving requests from residents in need of certain services. The city will provide a description of the services requested and the contact information for the resident to the organization via email or facsimile.
2. The organization agrees to contact the resident within a reasonable amount of time and will either assist the resident with his or her request or inform the resident that the organization is unable to offer such assistance. The organization is under no obligation to assist the resident, but will take full responsibility for providing volunteer(s). Should the organization decide to proceed with assisting the resident, volunteers will respond in pairs.
3. The organization shall promptly notify the city whether or not it is able to assist the resident.
4. The parties release and discharge each other from any and all claims, damages, costs, and causes of action arising out of relating to the Program. The organization agrees to indemnify and hold harmless the city and its employees, agents, officers, and representatives from liability, loss, damage or expense, including reasonable attorneys' fees, incurred or sustained as a result of any claims in any way connected with the Program.
5. Either party may cancel its participation in the program by providing written notice to the other party at anytime.
6. This Agreement is governed by the laws of the State of Ohio and may only be modified or amended in a writing signed by both parties hereto.
7. Any notice or changes required or permitted by this Agreement shall be in writing addressed to the City or Organization at addresses below.

The parties have executed this Agreement as of the date set forth above.

CITY:	Name of ORGANIZATION/Individual:
City of Springboro, Ohio	_____
By: _____	Contact signature: _____
Print Name: _____	Print Contact Name: _____
Title: _____	Parent name (if minor) : _____
320 West Central Avenue	Address: _____
Springboro, Ohio 45066	_____
Phone: 937-748-4343	Phone: _____
Fax: 937-748-0815	Fax: _____
Email: ServicesBoard@cityofspringboro.com	Email: _____
Date received: _____	Date signed: _____

Parent/Guardian signature if under 18: \_\_\_\_\_