

**CITY OF HIGHLAND**  
**ADOPT-A-TRAIL / VOLUNTEER APPLICATION**

Volunteers are called upon throughout the course of city government to assist with the affairs of the City. Please provide the following information to us:

DATE \_\_\_\_\_

NAME \_\_\_\_\_ BIRTHDATE \_\_\_\_/\_\_\_\_/\_\_\_\_

ADDRESS \_\_\_\_\_  
STREET ADDRESS APT#

CITY STATE ZIP

PHONE \_\_\_\_\_  
HOME OTHER

E-MAIL \_\_\_\_\_ How would you like to be contacted? \_\_\_\_\_

EMERGENCY CONTACT:  
Name \_\_\_\_\_ Phone \_\_\_\_\_  
Name \_\_\_\_\_ Phone \_\_\_\_\_

***VOLUNTEER AGREEMENT***

As a volunteer, I agree:

1. *To keep confidential all information, names and identifying facts regarding confidential materials or confidential issues I work and/or deal with as a volunteer.*
2. *To contact the City of Highland Planning Division when a problem arises if I am unable to contact the immediate supervisor assigned to me, or when changes to my personal information or training assignment needs to be recorded in my volunteer file.*
3. *To refrain from any solicitation among staff or patrons.*
4. *To avoid restricted areas unless I am requested by my supervisor. I understand I may not enter any personal property without the written permission of the property owner.*
5. *To observe all safety rules and exercise caution and care in performing my assignments.*
6. *To maintain liability coverage and a valid drivers license if use of an automobile must be used to perform my volunteer assignments.*
7. *To perform my assigned tasks and conduct myself in a manner which is a credit to me and contributes to the City of Highland, its citizenry, its employees and other volunteers.*

By signing below, I acknowledge I have read and understand the responsibilities, expectations and limitations as stated above. I agree to abide by them in carrying out my duties. I understand that my services are being offered on a voluntary basis without anticipation of financial enumeration.

\_\_\_\_\_  
Signature of Volunteer Applicant

\_\_\_\_\_  
Date