



Volunteer Application

PLEASE PRINT CLEARLY:

Name: _____ Date _____

Address: _____ Zip _____

Telephone: (Home) _____ (Cell) _____

Contact person in case of emergency _____ phone _____

E-mail address: _____

Date of Birth _____ Male _____ Female _____

Days Available to Volunteer: M T W Th F Seasonal? Yes No When? _____

Applying for volunteer position as: _____ Preferred Location or Facility? _____

Meal Delivery _____ Pet Food Delivery _____ Diaper Delivery _____

Office _____ Client Interviewer _____ Scheduler _____ Paperwork Liaison _____

Computer Literate: Yes _____ No _____ Do you speak Spanish? _____ Other Language _____

Have you ever volunteered before? Where & When: _____

Have you ever been convicted of a felony? Yes _____ No _____

How would you rate your driving record? (circle one) excellent good fair poor

How did you hear about Mobile Meals? _____

If you would also be interested in serving on one of these committees, please check below:

- Finance
- Strategic Planning
- Board Development (Nominating)
- Marketing/Fundraising

Applicant signature _____ **Date** _____

For insurance purposes, we are required to have a photocopy of your current Driver's license and current automobile insurance verification on file.

Driver's License # _____ **Exp Date** _____ **State** _____

AUTHORIZATION FOR PHOTO/PERSONAL INFORMATION RELEASE

Name: _____

Address: _____

Phone: _____

Use of Photo/Video Images:

I hereby authorize **Mobile Meals of Southern Arizona, Inc.** and its employees/media partners to photograph, copyright, use and publish my photographic or video image.

I understand that the photographic or video image may be produced and released in any form, in whole or in part, with such alterations and changes as **Mobile Meals of Southern Arizona** desires.

I understand that the purpose of the use or release of the photographic or video images may be used for training, marketing or general newsletter usage.

The use or release of the images may be made either to the public or within **Mobile Meals of Southern Arizona**, or both, including, without limitation, commercial or noncommercial publications and exhibits.

I agree that all pictures, reproductions, plates, negatives and tapes of any kind relating to the images are and shall remain the property of **Mobile Meals of Southern Arizona** and/or any company to whom permission has been granted, as listed above.

I understand that this Authorization can be revoked by me at any time by submitting a written request to:

Mobile Meals of Southern Arizona
4803 E. 5th Street, Ste. 209
Tucson, AZ 85711

I understand that revocation will not apply in instances in which **Mobile Meals of Southern Arizona** has acted upon this Authorization prior to the revocation being received by **Mobile Meals of Southern Arizona**.

Signature: _____

Date Signed: _____

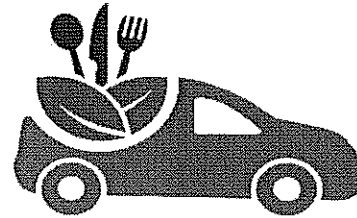
Use of Name:

I hereby authorize **Mobile Meals of Southern Arizona** and its employees/media partners to reference my name, and general information about whether I am a client, volunteer or employee, along with general information about my history as related to **Mobile Meals of Southern Arizona**.

Signature: _____

Date Signed: _____

A copy of this Authorization must be presented to the person signing the Authorization.



Confidentiality Statement

Mobile Meals of Southern Arizona, Inc. provides services of an extremely personal nature.

All Agency Staff, Volunteers and Board Members understand that as part of their duties with Mobile Meals, they may have access to "Confidential Information."

It is the policy of the Agency that the information provided by its clients is their property. Therefore, it is the responsibility of persons working for and with Mobile Meals (whether as employees or volunteers) to protect that information in any way possible.

I AGREE that during my time with Mobile Meals and following termination of my status, I shall not disclose to any third party or use for my own benefit any "Confidential Information."

This includes, but is not limited to: client lists, contracts, financial information, procedures and manuals, promotional strategies, relationships with clients, and any information which can be considered private, confidential and privileged.

This "Confidential Information" can be used only for the benefit of Mobile Meals, and shall not be divulged or retained by any means or any party outside of Mobile Meals except upon written authorization by the Executive Director of Mobile Meals.

If and when Agency Staff or Volunteers, including Board Members, encounter a client in public and have only a professional association with the client, they shall not acknowledge knowing the client until or unless the client first acknowledges the staff member/volunteer. Further, the staff member/volunteer shall leave it to the client to state the basis of their acquaintance.

I have read and agree to abide by the aforementioned policy.

Signature

Printed Name

Date



Employee/Volunteer Consent & Disclosure

I understand that VerifiedVolunteers, 113 South College Avenue, Fort Collins, CO 80524, 855-326-1860 will obtain a consumer report and/or investigative consumer report ("Report") as part of the Volunteer background screening process. I also understand that further Reports may be obtained by VERIFIED VOLUNTEERS so as to update my Report.

I understand the Verified Volunteers investigation may include obtaining information regarding my criminal record, subject to any limitations imposed by applicable federal and state law. I understand such information may be obtained through direct or indirect contact with public agencies or other persons who may have such knowledge. If an investigative consumer report is being requested, I understand such information may be obtained through any means, including but not limited to personal interviews with my acquaintances and/or associates or with others whom I am acquainted.

The nature and scope of the investigation sought is indicated by the selected services below:

- X Criminal Background Check X SSN Trace X Sex Offender Search
X OFAC/Terrorist Watch List [] Motor Vehicle Report

I acknowledge receipt of the attached summary of my rights under the Fair Credit Reporting Act and, as required by law, any related state summary of rights (collectively "Summaries of Rights").

This consent will not affect my ability to question or dispute the accuracy of any information contained in a Report. I understand if an Organization with whom I've shared my background check makes a conditional decision to disqualify me based all or in part on my Report, I will be provided with a copy of the Report and another copy of the Summaries of Rights, and if I disagree with the accuracy of the purported disqualifying information in the Report, I must notify the Organization within five business days of my receipt of the Report that I am challenging the accuracy of such information with VERIFIED VOLUNTEERS.

I hereby consent to this investigation and authorize VERIFIED VOLUNTEERS to procure a Report on my background.

In order to verify my identity for the purposes of Report preparation, I am voluntarily releasing my date of birth, social security number and the other information and fully understand that all volunteer decisions are based on legitimate non-discriminatory reasons.

The name, address and telephone number of the nearest unit of the consumer reporting agency designated to handle inquiries regarding the investigative consumer report is:

Verified Volunteers | 113 South College Avenue, Fort Collins, CO 80524 | 855-326-1860

[] California, Maine, Massachusetts, Minnesota, New Jersey & Oklahoma Applicants Only: I have the right to request a copy of any Report created by Verified Volunteers by checking the box. (Check only if you wish to receive a copy in addition to the report available on the verified volunteers website)

California Applicants and Residents: If I am applying to volunteer in California or reside in California, I understand I have the right to visually inspect the files concerning me maintained by an investigative consumer reporting agency during normal business hours and upon reasonable notice. The inspection can be done in person, and, if I appear in person and furnish proper identification; I am entitled to a copy of the file for a fee not to exceed the actual costs of duplication. I am entitled to be accompanied by one person of my choosing, who shall furnish reasonable identification. The inspection can also be done via certified mail if I make a written request, with proper identification, for copies to be sent to a specified addressee. I can also request a summary of the information to be provided by telephone if I make a written request, with proper identification for telephone disclosure, and the toll charge, if any, for the telephone call is prepaid by or directly charged to me. I further understand that the investigative consumer reporting agency shall provide trained personnel to explain to me any of the information furnished to me; I shall receive from the investigative consumer reporting agency a written explanation of any coded information contained in files maintained on me. "Proper identification" as used in this paragraph means information generally deemed sufficient to identify a person, including documents such as a valid driver's license, social security account number, military identification card and credit cards. I understand that I can access the following website http://app.verifiedvolunteers.com to view VERIFIED VOLUNTEERS privacy practices, including information with respect to VERIFIED VOLUNTEERS preparation and processing of investigative consumer reports and guidance as to whether my personal information will be sent outside the United States or its territories.

I hereby consent to the information contained in this document:

Name: Address:
SSN:
Date of Birth: Address Since (MM/DD/YY):
Phone Number: Email:



A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.
- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-567-8688.
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.



Employee/Volunteer Consent & Disclosure

• Identity theft victims and active duty military personnel have additional rights. For more information, visit www.consumerfinance.gov/learnmore

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

Table with 2 columns: TYPE OF BUSINESS and CONTACT. Rows include categories like Banks, Air carriers, Creditors Subject to Surface Transportation Board, etc.

New York Article 23-A Correction Law

§ 750. Definitions. For the purposes of this article, the following terms shall have the following meanings: (1) "Public agency" means the state or any local subdivision thereof, or any state or local department, agency, board or commission. (2) "Private employer" means any person, company, corporation, labor organization or association which employs ten or more persons. (3) "Direct relationship" means that the nature of criminal conduct for which the person was convicted has a direct bearing on his fitness or ability to perform one or more of the duties or responsibilities necessarily related to the license, opportunity, or job in question. (4) "License" means any certificate, license, permit or grant of permission required by the laws of this state, its political subdivisions or instrumentalities as a condition for the lawful practice of any occupation, employment, trade, vocation, business, or profession. Provided, however, that "license" shall not, for the purposes of this article, include any license or permit to own, possess, carry, or fire any explosive, pistol, handgun, rifle, shotgun, or other firearm. (5) "Employment" means any occupation, vocation or employment, or any form of vocational or educational training. Provided, however, that "employment" shall not, for the purposes of this article, include membership in any law enforcement agency.



Employee/Volunteer Consent & Disclosure

§ 751. Applicability. The provisions of this article shall apply to any application by any person for a license or employment at any public or private employer, who has previously been convicted of one or more criminal offenses in this state or in any other jurisdiction, and to any license or employment held by any person whose conviction of one or more criminal offenses in this state or in any other jurisdiction preceded such employment or granting of a license, except where a mandatory forfeiture, disability or bar to employment is imposed by law, and has not been removed by an executive pardon, certificate of relief from disabilities or certificate of good conduct. Nothing in this article shall be construed to affect any right an employer may have with respect to an intentional misrepresentation in connection with an application for employment made by a prospective employee or previously made by a current employee.

§ 752. Unfair discrimination against persons previously convicted of one or more criminal offenses prohibited. No application for any license or employment, and no employment or license held by an individual, to which the provisions of this article are applicable, shall be denied or acted upon adversely by reason of the individual's having been previously convicted of one or more criminal offenses, or by reason of a finding of lack of "good moral character" when such finding is based upon the fact that the individual has previously been convicted of one or more criminal offenses.

§ 753. Factors to be considered concerning a previous criminal conviction; presumption. 1. In making a determination pursuant to section seven hundred fifty-two of this chapter, the public agency or private employer shall consider the following factors: (a) The public policy of this state, as expressed in this act, to encourage the licensure and employment of persons previously convicted of one or more criminal offenses. (b) The specific duties and responsibilities necessarily related to the license or employment sought or held by the person. (c) The bearing, if any, the criminal offense or offenses for which the person was previously convicted will have on his fitness or ability to perform one or more such duties or responsibilities. (d) The time which has elapsed since the occurrence of the criminal offense or offenses. (e) The age of the person at the time of occurrence of the criminal offense or offenses. (f) The seriousness of the offense or offenses. (g) Any information produced by the person, or produced on his behalf, in regard to his rehabilitation and good conduct. (h) The legitimate interest of the public agency or private employer in protecting property, and the safety and welfare of specific individuals or the general public. 2. In making a determination pursuant to section seven hundred fifty-two of this chapter, the public agency or private employer shall also give consideration to a certificate of relief from disabilities or a certificate of good conduct issued to the applicant, which certificate shall create a presumption of rehabilitation in regard to the offense or offenses specified therein.

§ 754. Written statement upon denial of license or employment. At the request of any person previously convicted of one or more criminal offenses who has been denied a license or employment, a public agency or private employer shall provide, within thirty days of a request, a written statement setting forth the reasons for such denial.

§ 755. Enforcement. 1. In relation to actions by public agencies, the provisions of this article shall be enforceable by a proceeding brought pursuant to article seventy-eight of the civil practice law and rules. 2. In relation to actions by private employers, the provisions of this article shall be enforceable by the division of human rights pursuant to the powers and procedures set forth in article fifteen of the executive law, and, concurrently, by the New York city commission on human rights.

NY Applicants Only: I also acknowledge that I have received a copy of Article 23A of New York's Correction Law. I further understand that I may request a copy of any investigative consumer report by contacting VERIFIED VOLUNTEERS. I further understand that I will be advised if any further checks are requested and provided the name and address of the consumer reporting agency.

Signature: _____ **Date:** _____

Address History Supplement – MMSA Volunteer Background Check

Our background check partner requires seven years of address history. Please provide your address history to the best of your knowledge, including month and year, starting with the most recent.

1. Dates:

Address:

2. Dates:

Address:

3. Dates:

Address:

4. Dates:

Address:

5. Dates:

Address:

6. Dates:

Address: