



5. Light Indoor Duties-- computer work, research, data entry, filing, minute taking, mailings, etc.

\_\_\_\_\_ (initials of volunteer)

\_\_\_\_\_ (initials of volunteer manager)

City staff or other volunteers may take photos of volunteer activities for City marketing purposes unless a volunteer provides written notification to the City that he or she does not authorize use of volunteer's photos for this purpose.

I will not drive a vehicle to conduct City business unless authorized to do so by my City supervisor. I understand that I must report all traffic violation citations received while driving on City business, or any suspension or revocation of my driver's license, to a City supervisor immediately. Prior to conducting any City business in my automobile, I will secure and maintain all State of Colorado insurance requirements and hold a valid Driver's License any time I conduct City business in my automobile.

I understand that nothing in written materials provided to me by the City or in my communication with any City employee or official is intended to create an employment contract between the City and me. Accordingly, either the City or I may terminate my volunteer status at will at any time with or without cause or notice.

Signature \_\_\_\_\_

Date \_\_\_\_\_