

## Volunteer Form

### A. Terms of Employment of Volunteers

1. "Volunteer" shall mean any person who, of his or her own free will, provides goods or services without any financial gain.
2. "Regular-service volunteer" shall mean any person engaged in specific voluntary service activities on an ongoing or continuous basis.
3. "Occasional-service volunteer" shall mean any person who provides a one-time or occasional voluntary service.

### B. Use of Volunteers:

Volunteers recruited, trained, or accepted by any department will, to the extent of their voluntary service, be exempt from all provisions of law relating to state employment, hours of work, rate of compensation, leave time, worker's compensation and employee benefits. Volunteers shall comply with applicable work rules.

### C. State employee may volunteer to perform services for a State agency or a political subdivision of the State if:

1. The individual receives no compensation or is paid expenses, reasonable benefits, or a nominal fee to perform the services for which the individual volunteered, and
2. Such services are not the same type of services that the employee is assigned as their primary assignment.

All volunteers at The Citadel must read and sign this document prior to any volunteer services at The Citadel.

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My signature indicates that I agree with the above and I am employed at The Citadel on a "Volunteer" basis.

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Volunteer's Signature

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Date

**ACKNOWLEDGEMENT AND AUTHORIZATION FOR CONSUMER REPORTS  
FOR CITADEL VOLUNTEERS**

In connection with volunteering with The Citadel, you understand that consumer reports or investigative consumer reports may be requested about you including information about your character, general reputation, personal characteristics, employment record, education, qualifications, criminal record, driving record, credentials, and/or credit and indebtedness, and may involve personal interviews with sources such as supervisors, friends, neighborhoods, associates, public record or various Federal, State, or Local agencies.

You hereby authorize the obtaining of such consumer reports and investigative consumer reports at any time after receipt of this authorization. By signing below, you hereby authorize, without reservation, any party or agency contacted by the Citadel, or the consumer reporting agency acting on behalf of the Citadel, to furnish the above mentioned reports at any time during your continued volunteerism with The Citadel. You also agree that a fax or photocopy of this authorization with your signature shall be accepted with the same authority as the original.

Printed Name:		Social Security Number:	
Maiden Name:		Birth Date:	
Current Address:			
Drivers License Number:		State:	
Special Certifications/Licenses (Please include number):			
Highest Degree Earned:	Name of Institution:	City, State:	Year completed:
Have you ever been convicted of anything other than a minor traffic violation? If yes, please explain:			
Signature:		Date:	