



VOLUNTEER SERVICE AGREEMENT & MEDIA RELEASE

VOLUNTEER INFORMATION

Volunteer Name: _____ Age: _____

Address: _____

Phone: _____ Email: _____

1. WAIVER AND RELEASE OF LIABILITY

I understand that volunteering with **Freewheels Houston** involves mechanical work, the use of sharp tools, heavy equipment, and physical activity. I hereby personally assume all risks associated with participation in shop activities.

I release and hold harmless **Freewheels Houston**, its officers, directors, employees, and volunteers from any and all liability, claims, or causes of action arising out of participation in shop activities. I confirm that I have read and agree to the **Shop Safety Rules** printed on the reverse side of this document.

2. MEDICAL CONSENT

In the event of an emergency, I hereby give permission to Freewheels Houston to seek medical treatment.

Emergency Contact Name: _____ Phone: _____

3. MEDIA AND PHOTO RELEASE

I grant **Freewheels Houston** the right to use photographs or video recordings of the volunteer for any and all media, including social media, websites, and print materials, to promote the mission of the organization.

<p><u>ADULT VOLUNTEER (18+)</u></p> <p>I have read this release and agree to its terms.</p> <p>Signature: _____</p> <p>Date: _____</p>	<p><u>PARENT/GUARDIAN (For Minors)</u></p> <p>I am the parent/guardian of the minor named above and grant permission for their participation.</p> <p>Parent/Guardian Name (Printed): _____</p> <p>Signature: _____</p> <p>Date: _____</p>
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PLEASE SEE REVERSE SIDE FOR SHOP SAFETY RULES



SHOP SAFETY RULES

To ensure the safety of everyone in the shop, all volunteers must adhere to the following rules:

- **Situational Awareness (The "Look Down" Rule):** Maintain awareness of your surroundings at all times. Before stepping or moving around a bike, look down to identify tripod workstand legs, tools, or parts on the floor.
- **Tripping Hazards:** Keep floors and walkways clear. Store bikes, gear, and personal items in designated areas to prevent hazards for yourself and others.
- **Eye Protection:** Safety glasses must be worn whenever using hammers, striking tools, power tools, or cleaning solvents.
- **Footwear:** Closed-toe shoes are mandatory. No sandals or flip-flops are allowed in the shop area.
- **Tool Use:** Use the right tool for the job. If you are unsure how to use a tool, ask a staff member or lead mechanic for instruction.
- **Cleanliness:** Keep your work area clear of debris. Clean up spills immediately. Return all tools to their proper place when finished.
- **Sharp Objects:** Handle cable ends, spoke ends, and broken parts with care. Dispose of "sharps" in the designated bins.
- **Personal Safety:** No loose clothing or dangling jewelry. Long hair should be tied back when working near rotating parts.
- **Respect the Stand:** Do not use professional repair stands or specialized equipment without prior orientation.
- **Conduct:** Professional and respectful behavior is expected at all times. Follow all instructions provided by the Shop Manager.

Safety is everyone's responsibility. If you see an unsafe condition, report it immediately.